

SEAL PARISH COUNCIL

Clerk to the Parish Council
Mrs Clare Boland

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Office hours: Monday, Tuesday, Thursday and Friday 9am-1pm

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You are hereby summoned to attend a virtual meeting of the SEAL PARISH COUNCIL which will be held on THURSDAY 6th May to transact the business shown on the agenda below.

- 1 Apologies:**
- 2 Election of Chairman and signing the Declaration book.**
- 3 Election of Vice Chairman**

There will be 10 minutes for Parishioners questions and a further 10 minutes at the Chairman's discretion during the meeting.

- 4 Agree the minutes of the last meeting.**
- 5 Declarations of Interest**
- 6 Election of committees**

Finance Committee x 5	AM, JS, RB, FW, MP, CT
Planning Committee x8	TM, AM, TB,FW, RB, CH, CT (1 Vacancy)
Seal School Planning Liaison	TM & JS
Affordable Housing x5	AM, TM, FW, TB, CH
Highways reporting issues Seal Underriver St Lawrence	Tony Bulleid Fidelity Weston and Tim Martin Rick Bourne
Seal Recreation Ground Committee x 4	JS, MB (2 Vacancies)
Government Consultations on rota basis	All Councillors
KAPC an Action with Rural Communities in Kent x (2)	AM, TM
Seal Village MC x 1	MB
Underriver Village Hall Management and UVA	RT will keep us informed
St Lawrence Village Hall x 1	MP will keep us informed
Seal Community Crime Prevention x1	MP
Childrens play equipment inspection	KS and RB
Seal Transport Report	MB, CH (1 vacancy)
Speed watch and SID	RB
Review of Parish Trusteeship, properties and land x 1	JS
St Lawrence Sports Ground Liaison and sorting out Trust Deed x 2	JS and CH
Public Rights of Way Seal x 1 St Lawrence x 1 Underriver x 1	AM Vacancy TM
Christmas Lights	MB

Youth Representatives x 1 Liaison with young people's groups an school	MP
Planting Horse Trough	John
Parish Plan – Action plan sub-committee x 4	FW, JS, MP (1 Vacancy)
J 5 Slips and A 25 Committee	CH
Village Spring Cleans	MB & MP
Village Design Statements Seal Underriver St Lawrence	AM FW RB

7 KCC Matters – Councillor Gough matters

Ongoing highway matters to be progressed outside the meeting. Items are listed in the Appendix and verbal updates given in the Clerk's report if there are any.

7.1 New and priority highway matters for discussion

Zion Street

A resident has written to the parish council about the bad condition of small roads in our village. In particular, Church Road and Zion Street, several residents from Johnsons Court need to use rollators or wheelchairs to get to the village shops. The potholes make it quite dangerous.

LEAD: Councillor Gough

7.2 Shared Enforcement Van

No update, proposal to investigate an enforcement van after the County District Elections.

7.3 Seal Primary School

Thanks to Councillor Gough progress is now being made on the walking bus licence.

Update: JS

7.4 Highway Issues – A25

A resident has reported on the A25 approx 100 yards East of Pillar Box Lane there is damage to a kerb on the small grass triangle and suggesting a long-term solution is required. Whether a pair of small bollards added at the corners might help to deter any future damage.

LEAD: Councillor Gough

8 Other Matters Requiring Discussion and Action

8.1 Speed Limit A25

The Parish Council would like to see proposals to include for beyond Seal Hollow Road to the east of Seal on the A25 towards Borough Green. Both items include sharing information and possibly costs with STC and Kemsing. Further discussions on Funding.

LEAD: AM/CH/CT

8.2 School Lane, Seal

Mr Tavare and Mr Bulleid to propose a list of priority sites for new benches in Seal Village. Types of benches and rough costs to be discussed. The Parish Council to approve a list of sites and numbers and types of benches so that quotes can be obtained. The Parish Council will liaise with village community as previously reported.

LEAD: CT and AB

8.3 Traffic around the Fawke Common entrance to Knole Park/Carters Hill

There is not update for this meeting.

8.4 Website Accessibility and Upgrade

The Parish Council to propose a budget of £600 for maintenance costs and a further £160 for website and email hosting.

8.5 Bitchet Green

Mr Bourne has arranged at meeting to discuss further.

8.6 Climate Change

To discuss and consider climate change and the effects in our parish.
Mr Penn to update.

8.7 Road Safety Strategy for Kent 2020-2026

A 5-year road strategy for Kent circulated to Councillors, provide free workshops for Vision Zero Strategy. Mr Penn to update.

8.8 CIL Contributions

During the period of October 2020 to March 2021 inclusive, £6,589.31 in CIL contributions has been collected from development within the parish. Therefore, in line with CIL Regulations 2010 (as amended) the parish council is entitled to a proportion of the CIL contributions collected. Payment A £3,953.59 and Payment B £2,635.72

8.9 Bus Shelter – Stone Street

A resident has asked whether the parish council could consider repainting the bus shelter as it is looking considerably tired. Mr Bourne to update.

8.10 HMS Seal Memorial Garden

Following a meeting to discuss a course of action regarding the memorial garden Mr Tavare, Mr Spencer and Mr Penn to propose a new design and plan for its restoration. If agreed, it is proposed that we obtain three quotes for the work to be carried out.

LEAD: CT

8.11 Seal Recreation Ground

We have been approached by Inspire Federation who are currently working with Seal Primary School asking whether Seal Recreation Ground and Seal Library would take part in an exciting learning experience. The experience is called 'Geocache Stash' and are focusing on our local landmarks in Seal and trying to encourage people to visit them. It is for permanent use and basically a little plastic box with details of Geocache will be placed in bushes around Seal Recreation Ground. People find the Geocaches based on the coordinates they are placed at, therefore the Geocache would have to be put back in exactly the same place as it is found. On the top of the small box there is a sign that tells people that the box is a Geocache and this will have our contact details on it, therefore if there is a problem they can be contacted. Inside the box there is a small log book for people who find the geocache to write their names in. Children are able to leave small items in the boxes, such as marbles, however food items are not permitted and so the box should not attract animals.

9 Accounts and Cheques

10 Parish Council Accounts 2019/2020

The internal audited accounts have been circulated to Councillors before the meeting including the Section 1 Annual Governance Statement 2020/21 and Accounting Statements 2020/21

Councillors need to agree the following:-

i) Annual Governance Statement (Section 1)

- a. Consider the findings of the review
- b. Approve Annual Governance Statement

ii) Accounting Statement

- a. Consider the Accounting Statement
 - b. Approve the Accounting Statement
 - c. Ensure the Accounting statements are dated and signed.
- Douglas William will continue to be our internal auditor for the Council.

11 UVA

UVA have started planning the village celebration for next year's Platinum Jubilee & will keep you posted on how it progresses and have asked for funding for this community event.

12 Items for Information only

12.1 Councillor Vacancy

At present we have 2 vacancies in Seal if you would like to become a parish councillor please contact the clerk.

12.2 WKHA Rural Exception Housing Scheme at Mills Crescent, Seal

WKHA Rural Exception Housing Scheme at Mills Crescent, Seal was permitted. The scheme will provide 9 new genuinely affordable homes for rent for people with a strong local connection to the Parish. WKHA anticipate the homes will be ready in July 2023.

13 Planning

The Council to agree the minutes of the planning committee meeting on 8th and 26 April 2021. The Council to ratify the responses to planning application consultations submitted after this meeting. There will be a short meeting of the Planning Committee after the Council meeting for which an agenda will be circulated.

Matters for Information Only

If you would like to attend a Parish Council meeting or Planning meeting please email the clerk who is able to send you an invitation.

Please see website for further information on health advice, financial advice for residents and waste and recycling services and residents who are vulnerable
<https://www.sevenoaks.gov.uk/info/20069142/>

KMCCG COVID-19 Vaccination

<https://www.kentandmedwayccg.nhs.uk/your-health/coronavirus/covid19vaccine>

KCC advice on Coronavirus updates

<https://www.kent.gov.uk/social-care-and-health/health/coronavirus>

Main source of advice for Coronavirus

www.gov.uk/coronavirus

A reminder to report all Highway issues direct to KCC 03000 41 81 81

<http://www.kent.gov.uk/roads-and-travel/report-a-problem> –

A reminder to report problems on PROW to 03000 41 7171 8am-8pm Mon-Friday.

<http://www.kent.gov.uk/waste-planning-and-land/public-rights-of-way/report-a-problem-on-a-right-of>
Please report street light outages in Seal (other than on the A25) to the Parish Council.

Mrs Clare Boland 28 April 2021

Appendix to Agenda – ongoing road items that need to be completed. The Clerk will keep an eye on progress directly with Kent County Council and this list updated for each meeting.

A25 SID column needs to be reinstated; traffic counts are required.

No road sign heading towards Sevenoaks, Fawke Wood Road, third sign missing for Underriver and a couple of verge markers require reinstating near One Tree Hill – KCC are chasing for a delivery date.

Junction of Bank Lane and Mill Lane – it could do with resurfacing but more important is the need to keep it clear of mud and debris, making it slippery down to the junction. Potholes, running water and drainage covered by mud outside Riverdale Farm is also a problem.

KCCs survey of two bridges on Mill Lane by Tumbling Bay, requires replacement of small slab extension on both sides of Tumbling Bay West and on north side of Tumbling Bay East.

Looking into double yellow lines on the corner of Zion Street and Church Road.

Flooding at Grove Lane and Park Lane from the pond. Emily Kinsella KCC Drainage works organised a CCTV survey on 4th January. The highway drainage into the pond, the water drains to west and the pond overflows with high levels of silt and therefore the drainage isn't working properly. KCC will contact the landowner.

Copse Bank footpath – Completed to a good standard, Parish Council asked whether this could be considered annually for general maintenance.