

A meeting of the Seal Parish Council was held on THURSDAY 9th February 2023 in Seal Pavilion on Seal Recreation Ground at 7.30pm

Present:

Mr Michaelides

Mr Martin

Mr Haslam (Chairman)

Mrs Talbot

Mr Bourne

Mr Bulleid

Mrs Stiasny

Mr Penn

Also present the clerk, Councillor Hogarth, Councillor Gough

Parishioners Question Time

- 1 **Apologies:** Mr Boorman due to work commitments, Councillor Thornton
- 2 **The minutes of the last meetings were amended,** January minutes were amended to include under Councillors present changed from Mr Talbot to Mrs Talbot and under the heading Seal Over 60's Mrs Talbot proposed the motion and this was agreed by the Council and signed.

In November minutes there was an amendment in the Election for Underriver Ward, Mrs Talbot said that she resigned from Seal Ward and elected into Underriver Ward and this was agreed.

- 3 **Declarations of Interest - None**

- 4 **Clerk's report was circulated.**

MDH Horticultural Contractors have been instructed to cut the wildflower verges this month. The clerk has noticed that some of the signs are still down and would require a Councillor Representative to put them back in the ground. So that it helps KCC contractors to know where to cut and areas not to cut.

The Caretaker has agreed to do the checklist for the play equipment on a weekly basis. Mr Bourne has mentioned that for one month this may not be feasible due to personal reasons but a Councillor Representative could volunteer on his behalf.

MDH Horticultural Contractors have increased RPI to 8% which is still within our agreed budget for the year 2023/24.

British Gas who supply electricity for Seal Pavilion their contract will run out soon, and as per our financial regulations we have managed to secure a contract for 3 years with Scottish Power which is within the budget for 2023/24.

Details of consultations open:

Consultation opens on KCC's Home to School Transport Policy

Having attended the Clerk's SDC Forum, it was mentioned that West Kent authorities hope to fund a Rural Support Officer to aid delivery for UK Shared Prosperity Fund. Funding

from 2022-2025, this will be for investment priorities for Community and Place, supporting businesses and people skills.

Mrs Talbot raised about the key safe in Seal Pavilion and the clerk advised that she hasn't received any further details or communication from councillors.

5 KCC Matters – Councillor Gough's was not present at the last meeting but reported updates to the Council after the meeting which was shared to Councillors.

- **Childsbridge Lane** – KCC have received confirmation of invoice to proceed with the works which won't be implemented until the new financial year.
- **Zion Street road markings**, following resurfacing, if the markings were burnt off it would damage the road and not worth the cost therefore no action to be taken.
- **Godden Green Pond** – KCC to provide a quote for dredging the pond and taking away 8-10 tons bags. There was discussion that it is bird nesting season between 1 March until September and no work could be done.
- **A25 SID column** – The Parish Council will vote on the cost of the new pole and ask further on a survey.
- **A25 speed limit** – Mr Haslam attended the December Sevenoaks JTB where the speed limit was approved.
- **Seal Highway Improvement Plan** – A meeting was organised between the Highways Working group and KCC to discuss priorities on the HIP. KCC have a new template which information has been transferred, they looked at observations for Carters Hill cycling issue, Childsbridge Lane speed reduction, and A25 speed reduction which is due to go ahead. KCC will try and help with the Highway budget.
- **Sevenoaks Urban Area Local Cycling and Walking Infrastructure Plan (LCWIP) – Route 6** which passes through Childsbridge Lane and Seal Recreation Ground, the Parish Council to focus on the impact on the pedestrian, walking bus and cyclist. Action SPC to review and discuss whether a letter needs to be sent to SDC.
- **Disabled Parking Bay** – KCC would take a view once PC have made a decision.
- **Consultation of the Home to School Travel Policy** –
- The bus company model is still being reviewed, the consultation isn't effecting Seal Parish directly. It was confirmed that whilst millions are spent on school travel. In regards to costs there was a significant over spend in 22/23 due to inflation and other overall costs being higher than was budgeted, these costs are expected to remain high for 23/24.
- **Community Services Consultation** - Seal library is not effected in the consultation, but KCC may look at other libraries in the future and community assets.

It was mentioned that the road closures are misleading on side roads, more information is required, people are ignoring the signs. Most road closures are for gas, water, electricity and power are limited to statutory undertakers. There needs to be more planning on closures especially emergency works. Councillor Hogarth mentioned that the convenience store has been cleared by SDC Clean up Team but there is still more work involved. Seal Primary School had an internet safety day at Stag Theatre and was given advice on the internet.

6 Other Matters Requiring Discussion and Action

6.1 Street Naming Consultation

The Parish Council are being consulted on a new road name for the forthcoming extra care housing scheme at the Wildernesse House Site. The new road will form the access to the

five blocks of flats from Park Lane. The developer has suggested Wellington Rise as a new road. Our local historian had produced some street names which could be suggested to SDC. These were Violet Mills, Carriage Drive or Swift, as one of our Councillors recently deceased we could suggest Watson Rise as an alternative. Mrs Talbot proposed that we suggest Carriage Drive and Watson Rise and this was seconded by Mr Michaelides and agreed unanimously.

ACTION: Clerk

6.2 Seal Village Hall

Seal Village Hall Committee would like to put in an application for funding of three new noticeboards for the village hall these will be located on the High St, to improve communications to residents. A grant for £2,473.50 (inclusive of VAT) has been requested. It was suggested that they could fund themselves. There was an adhoc request for the Parish Council to consider a policy on giving grants. Mr Michaelides proposed to fund half of the costs up to £1,500 and this was seconded by Mr Martin and agreed unanimously.

ACTION: RB

6.3 SID A25

The council to discuss and vote on accepting the quotation for £851.85, from KCC for replacing the pole on the A25 adjacent to Park Lane with a galvanised steel pole, suitable for carrying the Parish's SID unit. We will have to remove the east facing bracket on the western post so that we have 6 sites, Mr Bourne proposed £851.85 to replace the existing pole on A25 and this was seconded by Mr Martin and agreed unanimously.

There were toad signs on the SID post which was noted to KCC. Toad signs cannot be placed on SID posts so therefore there will be a new pole coming which KCC have paid for.

ACTION: RB

6.4 KALC Sevenoaks

Mr Haslam attended the KALC AGM on 27th January and reported that they are struggling to fill roles at the meeting and nominating people on the JTB. Our Chairman (Mr Haslam) is a non-member of JTB and will build a rapport for management team for highways. There are meetings third Friday in March, June, September and December.

6.5 HIP

Councillors attended KCC meeting to discuss the HIP. There are two areas that we are going to review in our HIP plan these are:

Signage for Carters Hill (Cyclist)

Red Lane junction due to accidents. Once these two points have been reviewed along with our overall HIP plan, the Council will propose the changes at a future meeting.

ACTION: Mrs Talbot to provide and share the updated HIP.

6.6 Clerk Training

The Clerk has asked if it would be possible for SPC to cover the additional hours for her attendance of courses/training (as per her appraisal)

The first two courses are HR Summit and Social Isolation and Loneliness from the Local Council perspective. The total hours would be 7 hours. The Chairman and staff committee are considering the request and will check the TOR that is required, clerk to provide to the Council to review and act accordingly.

6.7 Replacement SPC Laptop

The current 14-year-old SPC laptop is no longer fit for purpose and needs to be replaced.

1. The Council to agree a working party to discuss and agree the final spec and device. There was a discussion on the old computer and old disk drives which wouldn't be compatible with the new projector, and whether we should have a group of people to discuss windows or apple going forward, we don't need high spec, useability you pay higher price or lower price. It's a choice between windows or apple.
2. The Council to approve to purchase a new SPC Laptop up to a maximum price of £1200 (incl VAT). For the time-being we will postpone for 2 months.
- 3 The Council to agree to form a working party to evaluate a replacement SPC email system. This wasn't discussed at the meeting.

6.8 Seal Pavilion

The clerk mentioned that in the main hall the heater requires replacing and we might want to quote for new heaters in the changing room end as they are old. Our Electrical inspection is due this year and it would be worth getting quotes.

ACTION: RS

6.9 Councillor Vacancy

There are currently vacancies in Seal Ward if you would like to become a Parish Councillor, please contact the clerk. There are currently 3 vacancies in Seal Ward and if anyone would like further information then they should contact the clerk, the Chairman has placed a post on social media.

6.10 KALC Nomination Award

The Parish Council to ascertain an appropriate nominee for the KALC Community Award Scheme. The Parish Council has nominated and voted on this year's award.

ACTION: Clerk

6.11 Disabled Parking Space

The Council to agree a disabled parking space on Church Road, Seal and comment if necessary. The Parish Council agree with the proposal and whilst we are in support of the disabled bay we ask that it is within the parking bay already there and doesn't encroach on double yellow lines around Zion Street and this was proposed by Mrs Talbot and seconded by Mr Martin and agreed unanimously.

ACTION: Clerk

6.12 Seal Recreation Ground – Sevenoaks Football Club

The Parish Council to discuss the Grass Maintenance Fund which has been circulated to Councillors, given that the survey from the club has been completed, the Parish Council require to discuss or find out further on the Licence that is required. The licence would be annually, along with their agreement.

ACTION: Clerk

7 Accounts and Cheques

Cheques February 2023

Cheque No	Payee	Amount	VAT Reclaim	Description
006415	Sevenoaks District Council	£32.80		Refuse
006416	Clerk expenses	£63.39	£10.57	Zoom and Broadband

006417	Clerk Salary	£1,361.50		Salary
006418	Kent County Council	£551.97		Pension Fund
006419	Caretaker	£421.33		Salary
006420	Inland Revenue	£147.91		Deductions
006421	Fitzpatrick Woolmer Design and Publishing Limited	£1,119.00	£186.50	Lectern
006422	Harry Stebbing Workshop	£1,869.00	£311.50	Memorial Bench
006423	MDH Horticultural Contractors	£1,098.00	£183.00	Mowing
006424	Seal Over 60's	£250.00		Donation
006425	Cancelled Cheque			
006426	K C Davies Limited	£30.00		Window cleaning
006427	KALC	£60.00	£10.00	Councillor training
006428	Flare Electrical Contractors	£102.00	£17.00	Seal Pavilion
006429	MDH Horticultural Contractors	£1,068.00	£178.00	Hedging
006430	R Crouch	£330.00		Annual Strim and Tree work

Direct Debits Received to date

Payment Date	Payee	Amount	VAT Reclaim	Description
27/01/2023	SEFE Energy	£228.17	£10.87	Seal Pavilion Gas
01/02/2023	Siemens	£113.40	£18.90	Photocopier rental
01/02/2023	Siemens	£48.00	£8.00	Annual service
24/2/2023	Npower	£154.65	£7.36	Streetlighting
20/02/2023	British Gas	£127.45	£6.07	Seal Pavilion electricity

8 Items for Information only

8.1 Events

Seal Library is celebrating 50 years on 17th February and would welcome the public to support this event, there will be refreshments there. Kent Wildlife will be there and would welcome residents and Councillors to attend this event.

8.2 Kent Police

Kent Police updated the Parish Councils at the SDC Clerks Forum, they have finished their consultation period on the 5 models in policing for Sevenoaks District including Swanley and all villages, the PCSO's have reduced but there will be an uplift in Police Officers.

8.3 Planning

The Council to accept the minutes of the planning committee meeting on 19th December, 12th January and 23rd January and to ratify the responses to planning application consultations submitted after these meetings. Mr Bourne proposed that we accept the minutes and ratify the responses for 19th December, 12th January and 23rd January and this was seconded by Mr Penn and agreed unanimously.

Matters for Information Only

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.

Meeting closed at 9.45pm