

**A meeting of the Seal Parish Council was held on THURSDAY 9<sup>th</sup> March 2023 in Seal Pavilion on Seal Recreation Ground at 7.30pm**

**Present:**

**Mr Michaelides**

**Mr Martin**

**Mr Haslam ( Chairman)**

**Mrs Talbot**

**Mr Penn**

**Mr Boorman**

**Also present the clerk, Councillor Thornton**

### **Parishioners Question Time**

2 parishioners and one member of public attended the meeting, one of the parishioners expressed despair due to her situation that she didn't meet the criteria for housing in Foxbury Farm. She had a strong link to the hamlet and her family had lived in the village for over 20 years. Councillor Thornton said that SDC had completed the process fairly and there only must be a link to the Parish to be considered for the housing allocation. But Councillor Thornton had been lobbying for this parishioner and her family and has offered to help her, with her situation.

- 1 Apologies: Councillor Gough, Councillor Hogarth, Mr Bourne, Mr Bulleid and Mrs Stiasny**
- 2 The minutes of the last meetings had minor amendment which the Council agreed to the wording and the Chairman will sign them in the next couple of days.**
- 3 Declarations of Interest - None**
- 4 Clerk's report – No Clerks Report**
- 5 KCC Matters – Councillor Gough's was not present at the meeting but will send a report to be shared at the next meeting.**
  - Godden Green Pond – A quote has been received from a contractor used in 2019 and are awaiting further from KCC whether quote has been accepted.
  - Wildflower verges – The PC are still awaiting a quotation for KCC to cut verges and a quote for seeds.
  - We have received the invoice for the KCC Highways work for the speed reduction on Childsbridge Lane, the Council has already approved the expenditure and won't apply for CIL funding and will write and send the cheque in the next few days in order not to delay the work being done.
- 6 Other Matters Requiring Discussion and Action**
  - 6.1 HIP**

Mrs Talbot proposed to accept the HIP as it stands as a working document and authorise the Highways working group to continue discussions with KCC Highways and report back with proposals and costings and this was seconded by Mr Martin and agreed unanimously.
  - 6.2 Civility and Respect**

The Chairman noted that the Council had not had time to see the certificate and would like to defer to the staff committee regarding the training programme for Councillors and Staff.

But is happy to sign the Civility and Respect Pledge as long as the Council are in agreement and will report back at the next meeting in April. The Certificate states as below:

- Treat all councillors, clerk and all employees, members of the public, representatives of partner organisations and volunteers with civility and respect in their role.
- Put in place a training programme for councillors and staff.
- Sign up to Code of Conduct for councillors.
- Have in place good governance arrangements in place including, staff contracts, and Dignity at Work Policy.
- Commit to seek professional help at early stages should civility and respect issues arise.
- Commit to calling out bullying and harassment when it happens.
- Continue to learn from best practice in the sector and aspire to being a role model / champion council e.g., via Local Council Award Scheme.
- Support the continued lobbying for the change in legislation to support the Civility and Respect Pledge including sanctions for elected members where appropriate.

**6.3 Staff Committee**

Mrs. Talbot proposes that the Staffing Committee Terms of Reference is adopted by the Council and this was seconded by Mr Michaelides and agreed unanimously.

**6.4 Sevenoaks Volunteer Transport Group**

Mrs Talbot proposes that the Council grant £250 and this was seconded by Mr Michaelides and agreed unanimously.

**6.5 South East Water**

Due to the issues experienced with the supply of water in the summer months and loss of water in our Parish, South East Water have given a grant from their community chest to the Parish Council of £2,500 to use within our community, there were discussions around whether the grant could be used for community projects within our Parish.

**6.6 Seal Recreation Playground**

As discussed in the February meeting a volunteer is required in the short term to carry out inspections for the play equipment at Bitchet Green. The clerk will ask our Caretaker or seek additional volunteers from the community.

**6.7 CIL Contributions**

The Council were not considering using CIL funds for the reduction of speed limit along Childsbridge Lane but if projects arise from the HIP this may be considered and agreed by the Council.

**6.8 Accounts and Cheques**

Mr Michaelides proposes to note the list of payments and this was seconded by Mr Martin and agreed unanimously.

Cheques signed March 2023

<b>Cheque No</b>	<b>Payee</b>	<b>Amount</b>	<b>VAT Reclaim</b>	<b>Description</b>
006431	CPRE	£36.00		Membership
006432	Automated Systems Group Limited	£17.53	£2.92	Photocopier

006433	Cancelled cheque			
006434	A Mcfadyen	£125.00		Plumbing
006435	Mrs C Boland	£113.46	18.91	Computer software
006436	Sevenoaks District Council	£32.80		Refuse Collection
006437	T D Geer Limited	£631.50	105.25	Heating and plumbing
006438	Mr M Penn	£155.98		Projector and case
006439	Community Heartbeat Trust	£144.00	24.00	Pads
006440	MDH Horticultural Contractors	£720.00	£120.00	Mowing
006441	Caretaker			Salary
006442	Inland Revenue			Deductions
006443	Clerk			Salary
006444	Kent County Council			Pension Fund
006445	Clerk expenses	£63.39		Broadband and Zoom Subscription
006446	Spy Alarms Limited	£108.00		Fire Alarm
006447	Kent County Council	£2,164.84		Reduction of Speed Limit Childsbridge Lane

Direct Debits Received to date

Payment Date	Payee	Amount	VAT Reclaim	Description
21/2/2023	BT	£384.70	£64.12	BT
27/2/2023	SEFE Energy	£217.44	£10.35	Seal Pavilion Gas
3/3/2023	Npower	£137.38	£6.54	Streetlighting
6/3/2023	British Gas	£103.41	£4.92	Seal Pavilion Electricity

## 6.9 Finance

### Seal Pavilion

As reported at the last meeting the electricity is due for renewal, our broker has reported to us that our current provider is able to provide a cheaper option for the next 3 years based on the estimated annual consumption and therefore this has been renewed.

**The Chairman changed the order of the agenda and item 7.1 and 7.3 were discussed.**

## 7 Items for Information only

### 7.1 Elections 4<sup>th</sup> May 2023

On Thursday 4 May 2023, District and Parish Council elections are taking place across the Sevenoaks District.

**The Meeting closed for Foxbury Farm to be discussed.**

### 7.2 Foxbury Farm

SDC have notified the Parish Council that 4 applications have been received that meet the criteria to be referred to English Rural for consideration. The Parish Council were notified

by English Rural on applicants and their connection to the Parish and the Parish Council will write a response to ensure that they have a strong connection.

### 7.3 Planning

Mr Michaelides proposed that the Council adopt the wording in future to “The Council to receive and note the minutes of the planning committee on xx and xx and the responses to planning consultations submitted after those meetings which have been circulated.” this was seconded by Mr Penn and agreed unanimously.

Mr Michaelides also proposed that the Council to receive and note the minutes of the planning committee on 23 January and 9<sup>th</sup> February and the responses to planning consultations submitted after those meetings which have been circulated.” this was seconded by Mr Boorman 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](http://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 9pm**