

## SEAL PARISH COUNCIL

Clerk to the Parish Council  
Mrs Clare Boland

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

Clerk's Office  
Valley House  
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Sevenoaks  
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TN15 0RY

You are hereby summoned to attend a meeting of the SEAL PARISH COUNCIL which will be held on THURSDAY 11<sup>th</sup> May 2023 in Seal Pavilion on Seal Recreation Ground beginning at 7.30pm to transact the business shown on the agenda below.

- 1 Apologies
- 2 Signing the Declaration book by all Councillors and returning completed Interest forms.
- 3 Election of Chairman and signing the Declaration book.
- 4 Election of Vice Chairman
- 5 Election of Planning and Finance Chairman

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

- 6 The minutes of the last meeting to be agreed and signed.
- 7 Declarations of Interest
- 8 Clerk's report
- 9 Election of committees

<b>Standing Committees</b>	
Finance Committee x 6	AM, RB, MP, CH and LT (1 Vacancy)
Planning Committee x8	AM, TB, RB, CH, OB, RS (2 Vacancies)
<b>Committee</b>	
Staff Committee x 4	CH, RB, LT, AM

<b>Working Parties</b>	
Seal School Planning Liaison	2 vacancies
Affordable Housing x5	AM, TB, CH, 2 vacancies
Highways reporting issues Seal Underriver St Lawrence	Tony Bulleid 2 vacancies Rick Bourne
Seal Recreation Ground x6 Childrens Play Equipment inspection, Seal History and Memorial Garden	6 Vacancies RB and Caretaker LT

Government Consultations on rota basis	All Councillors
KAPC an Action with Rural Communities in Kent x (2)	AM, 1 vacancy
Seal Village Management Committee x 1	1 vacancy
Underriver Village Hall Management and UVA	*Robert Talbot will keep us informed
St Lawrence Village Hall x 1	MP will keep us informed
Seal Community Crime Prevention x1	MP
Seal Transport Report and Highway Improvement Plan	CH, LT, OB
Speed watch and SID	RB
St Lawrence Sports Ground Liaison and sorting out Trust Deed x 2	CH
Public Rights of Way Seal x 1 St Lawrence x 1 Underriver x 1	AM MP 1 vacancy
Christmas Lights	AM
Youth Representatives x 1 Liaison with young people's groups and school	MP
Planting Horse Trough	*John
Parish Plan – Action plan x 4	CH, MP (2 Vacancies)
J 5 Slips and A 25	CH
Village Spring Cleans – Stone Street - Seal	MP 1 Vacancy
Village Design Statements Seal Underriver St Lawrence	AM 1 vacancy RB
Wildflowers, Sevenoaks Greensand Commons and Climate Change x2	OB, MP
Community communications and social media	CH

\*Robert Talbot and John are non-Councillors

## 10 District Councillors Elections

Welcome our new District Councillors

## 11 KCC Matters – Councillor Gough's matters

- Godden Green Pond – dredging of pond
- Wildflower verges – The PC are still awaiting a quotation for KCC to cut verges
- A25 SID Column update
- Proposed reduction of Speed A25 update
- Pedestrian crossing near Zambra Way

## 12 Other Matters Requiring Discussion and Action

### 12.1 Parish Council Accounts 2022/2023

The internal audited accounts have been circulated to Councillors before the meeting including the Section 1 Governance Statement and Account Statement.

Councillors need 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.

## **12.2 Sevenoaks Football Club**

At the last meeting Mr Bourne raised that he would find out further about the agreement to report back to the Council.

**LEAD: RB**

## **12.3 Kent Plan Tree – Call for sites**

The Parish Council to consider if they know any sites that may be suitable for the scheme. Kent Plan Tree calling for expressions of interest for potential small woodland creation and community orchard sites. The fund is focused on planting and natural colonisation of trees in areas outside of woodlands, including parklands, riparian zones, urban areas, beside roads and footpaths.

## **12.4 Parish Council Newsletter**

Should the Parish Council consider a newsletter.

## **12.5 Accounts and cheques**

## **13 Items for Information only**

### **13.1 Annual Assembly**

Our Annual Assembly will be held on 17<sup>th</sup> May at Seal Pavilion starting at 7.30pm, if anyone would like to attend, you would be welcome to join us, there will be refreshments after the meeting.

## **14 Planning**

The Council to receive and note the minutes of the planning committee on 27<sup>th</sup> March and 13<sup>th</sup> April, and the responses to planning consultations submitted after those meetings which have been circulated.

### **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.

**Clare Boland 4<sup>th</sup> May 2023**