

**A meeting of the Seal Parish Council was held on THURSDAY 8<sup>h</sup> June 2023 in Seal Pavilion on Seal Recreation Ground at 7.30pm**

**Present:**

**Mr Michaelides**

**Mr Haslam ( Chairman)**

**Mr Bourne**

**Mr Boorman**

**Parishioners Question Time – No parishioners attended.**

**1 Apologies: Mrs C Boland (Clerk), Mrs L Talbot, Mrs R Stiasny, Mr T Bullied, Mr M Penn, Councillor Thornton, Councillor Hogarth and Councillor Gough**

**2 The minutes of the last meeting were agreed and signed.**

**3 Declarations of Interest - None**

**4 Clerk's report – was given by the Chairman**

A25 SID pole - KCC Highways waiting for the electrical disconnection of the power supply for the previous sign and when disconnected will arrange for the new pole to be installed but no dates for this have been provided.

The Clerk is proposing to Archive some of the documentation we hold as discussed in item 6.6

Seal Primary School will be converting to an Academy on 1st September 2023 and the School will be managed and maintained by Inspire Movement Trust. KCC have advised the Walking Bus licence cannot be transferred to Inspire Movement Trust and have given notice of its termination, as this is not being used it should not affect us but still requires an understanding of its implications if any.

Kent Police have advised as of 6 June we have a designated Beat Officer responsible for our and neighbouring Parishes in Sevenoaks.

SDC have started a public consultation on the Sevenoaks Town East to West Walking Wheeling and Cycling Route. Full details of the public consultation, including a map of the route, background documents and detailed drawings, as well as the online survey are available on the Council's website at [www.sevenoaks.gov.uk/walkwheelcycle](http://www.sevenoaks.gov.uk/walkwheelcycle)

Sevenoaks Greensands - Draft signage has been sent to us for comment. The A1 signs will be located Bitchet, Seal Chart and Redhill Wood and Fawke Common in Seal. Reply by 17<sup>th</sup> June.

**5 KCC Matters – Councillor Gough's matters – this was not discussed and held until the next meeting**

**6 Other Matters Requiring Discussion and Action**

**6.1 Community Ownership Fund.**

It was decided the Clerk should register an interest in the Fund by the deadline of 12 July. Mr Bourne proposed the action and was seconded by Mr Michaelides and agreed unanimously.

**Action: - Clerk**

## 6.2 KALC Membership

The KALC Letter dated April 23, was shared with Councillors in April and it was agreed the KALC Membership should be renewed. Mr Bourne proposed the action and was seconded by Mr Boorman and agreed unanimously.

**Action: - Clerk**

## 6.3 Seal Pavilion

Mrs Stiasny was not at the meeting and therefore the quotations were not discussed.

## 6.4 Wildflowers

There is no update and we are waiting to hear back from KCC.

**Action: - Mr Boorman**

## 6.5 Reserves/Deposits Funds

Mr Michaelides raised we can obtain a better rate than proposed by Nat West from other Banks. It was proposed by Mr Bourne and seconded by Mr Boorman that Mr Michaelides is authorised to discuss the deposit options subject to a limit per provider of £85K.

**Action: - Mr Michaelides**

## 6.6 Archiving

As the Clerk was not at the meeting, she shared with the Chairman a list detailing the minutes books to be archived and discussed where they were to be archived. The Council were unsure of how they are accessible once they have been archived. It was agreed we need to understand the cost of digitalising the Minute Books before we can make a decision on the viability of the process.

**Action: - Clerk**

## 6.7 Clerks Holiday Entitlement

Mr Michaelides proposed the Clerk is authorised to carry over 3 days holiday into the next year 2023/24, and this was seconded by Mr Boorman and agreed unanimously

## 7 Accounts and cheques

Cheques signed June 2023

Cheque No	Payee	Amount	VAT Reclaim	Description
006482	Automated Systems Group Limited	£33.31	£5.55	Photocopier
006483	CSG Global Education Limited	£21.48	£3.58	Cleaning materials
006484	Sevenoaks District Council	£32.80		Refuse Collection
006485	K C Davies Limited	£30.00		Window cleaning
006486	Streetlights	£115.50	£19.25	Replacement Lamp in Church Road
006487	Arthur J Gallagher Insurance Brokers Limited	£4,032.56		Insurance
006488	Sevenoaks Glazing	£570.00	£95.00	Replacement Window in Rec Pavilion
006489	The Community Heartbeat Trust (Solutions) Limited	£11.94	£1.99	Replacement Torch
006490	MDH Horticultural Contractors	£1,717.80	£286.30	Parish Mowing
006491	Kent County Council			Pension
006492	Inland Revenue			Deductions
006493	Mrs C Boland			Salary
006494	Mrs C Ward			Salary
006495	Cancelled	£84.00	£14.00	Chairman's KALC Training Course

006496	Mrs C Boland	£49.00	£8.17	Broadband
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### Direct Debits Received since last meeting

Payment Date	Payee	Amount	VAT Reclaim	Description
1/6/2023	Npower	£200.24	£9.54	Seal Pavilion Electricity
20/5/2023	BT	£436.09	£72.68	BT Phone and Broadband
28/5/2023	SEFE Energy Limited	£163.20	£7.77	Seal Pavilion Gas
20/6/2023	British Gas	£229.62	£10.93	Seal Pavilion Electricity
24/6/2023	Npower	£185.22	£8.82	Streetlighting

Mr Michaelides proposed that we accept the payments list, and this was seconded by Mr Haslam and agreed unanimously.

## 8 Items for Information only

### 8.1 Sevenoaks Volunteer Transport Group SVTG

Thanked the Parish Council for the kind donation.

### 8.2 Kent, Surrey and Sussex Air Ambulance Charity

Thanked the Parish Council for the kind donation towards their cause.

### 8.3 Seal Pavilion

It was noted the application to vary the premises licence has been granted by SDC.

## 9 Planning

The Council received and noted the minutes of the planning committee on 22<sup>nd</sup> May and the responses to planning consultations submitted after those meetings which have been circulated.

It was noted the Greatness Quarry Outline Planning Application SE/00512/OUT was approved by the Sevenoaks District Council Development Management Committee on the 1<sup>st</sup> June 2023.

## Matters for Information Only

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

<https://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.

<https://www.kent.gov.uk/environment-waste-and-planning/public-rights-of-way/report-a-problem-on-a-right-of-way>

Please report street light outages in Seal (other than on the A25) to the Parish Council.

**Meeting closed 8.40pm**

**Date of Next Meeting 13<sup>th</sup> July, 7.30pm at Underriver Village Hall**