

A meeting of the Seal Parish Council was held on THURSDAY 13^h July 2023 in Underriver Village Hall at 7.30pm

Present:

Mr Michaelides

Mr Haslam (Chairman)

Mr Bourne

Mr Boorman

Mrs Talbot

Mr Bulleid

Mrs Stiasny

Parishioners Question Time – Mr Talbot from UVA was present, 3 parishioners and Mr Petch-Smith Acting Chairman of St Lawrence Cricket Ground and Mr Lansdale Sevenoaks Town Football Club.

2 parishioners raised the issue regarding speed on the A25, requested the Parish could request for the speed to be reduced to 20mph with further traffic measures which could be put in place, there was an incident involving their dog which had escaped from their garden, by the cottages quite close to Seal Recreation Ground which ultimately resulted in the loss of their pet and the Parish Council were sad to hear of the incident.

As a community initiative and with support of a speed watch group, we would encourage the community to get involved. We already have the equipment for both Underriver and Stone Street and with the right training this could be organised, and our Councillor Mr Bourne would be happy to support further. As a Parish Council we feed into KCC Highways and have looked at reducing speed between Greatness to Seal Drive to 30mph. There is an argument that it could be reduced further around schools. We are awaiting the speed indicator device to be installed. The Parish Council could ask KCC for a traffic count and judge the speed, it could be added to the HIP and with the community initiative to help support speed watch, a group could be organised.

- 1 Apologies: Councillor Thornton, Councillor Hogarth, Mr Penn and Councillor Gough**
 - 2 The minutes of the last meeting were agreed and signed.**
 - 3 Declarations of Interest - None**
 - 4 Clerk's report – No update**
 - 5 KCC Matters – Councillor Gough's sent an update which was reported at the meeting.**
 - Lewis Sutton has confirmed that his management team have agreed KCC can contribute; however, he has requested that Seal Parish Council obtain a formal quote from the contractor in order that Lewis can pass it to his managers to confirm the KCC contribution amount.
 - Wildflower verges – The PC are still awaiting a quotation for KCC to cut verges – I understand that one of our Landscape Officers spoke to the Parish Council in May and they are collating sites that they may want to seed this Autumn/September, which is the best time to seed, and they will have costs shortly. If we had provided a cost at the beginning of the year it would have been out of date by September as costs seem to be increasing on a regular basis with contractors unwilling to provide quotes beyond a month or two.
 - A25 SID Column update – The power disconnection of the old pole is complete, and we are awaiting a date for the removal/replacement of the post ready for the SID.
 - Childsbridge Lane – signage update – Advised that the job start date is scheduled in as 31 July.
- Proposed reduction of Speed A25 no update

6 Other Matters Requiring Discussion and Action

6.1 St Lawrence Cricket Ground

The PC as sole Trustee of the St Lawrence Recreation Ground to consider and agree on allowing the St Lawrence Cricket Club to put up some limited pitch facing sponsorship boards. Mr Petch-Smith discussed the sponsorship boards which he explained were inwards facing towards the ground, there would be maximum of 10 banners 4 metres by 1 metre and would be put up and taken down on match days. There was discussion on permanent days if the sponsor required this option but would have to do the necessary checks on conditions and whether any planning permission is required, a meeting with the sole trustee followed shortly after the parish council meeting.

ACTION: RB

6.2 Sevenoaks Junior Football Club

It was proposed to sign the long-term maintenance agreement with the Sevenoaks Juniors Football Club. And Grass Maintenance Pitch Fund Landlord and Tenant Form Mr Bourne proposed and this was seconded by Mr Michaelides and agreed unanimously.

ACTION: The clerk

6.3 Seal Recreation Ground

Mr Michaelides proposed to agree to terminate the Licence with Seal Parish Council and Kent County Council relating to the Walking Bus Zone, letter dated 1 June 2023 and therefore note the one academic month's notice in writing to terminate the licence on 19th July 2023 and this was seconded by Mr Bourne and agreed unanimously.

Action: the clerk

6.4 Bitchet Green

Following discovery from Mr Boorman there is a procedure for carrying out works on Common Land, It was agreed for Mr Bourne and Mr Boorman to apply for permission to improve the parking surface at St Lawrence Cricket Ground. This was proposed by Mr Bourne and seconded by Mrs Talbot and agreed unanimously.

ACTION: RB and OB

6.5 PROW

The Parish Council have been consulted on a proposed diversion of public footpath SR159 in Underriver for consideration. The Chairman delegated to the Planning Committee meeting for August.

6.6 Archiving

The Council agreed to archive the minute books to Kent History and Library Centre and this was proposed by Mr Bourne and seconded by Mr Boorman and agreed unanimously, and the clerk will find out the cost of digitalising them.

6.7 Community Ownership Fund.

It was agreed councillors will look to make suggestions on schemes and projects we can apply for funding at the next meeting.

ACTION: ALL

6.8 UK Shared Prosperity Fund

Mr Michaelides suggested the Parish Council set aside an area in the north of the recreation ground to provide a secure dog exercise area and where the tennis courts used to be located. The Council will review the Covenants in place and consult the community. Mr Bourne suggested we apply for funding for St Lawrence Cricket Club for the parking surface. Mr Bulleid proposed to express an interest in capital funding, and this was seconded by Mr Boorman and agreed unanimously.

6.9 Cyber Security

Mr Bourne proposed that we arrange a meeting with Cloudy IT to consider cyber security, Mr Penn had shared that he would like to attend the meeting along with Mr Haslam and this was seconded by Mrs Stiasny and agreed unanimously.

6.10 Parish Council meetings

The Parish Council discussed using Otter: Transcribe Voice. To record and transcribe the meetings. Mrs Stiasny will provide a briefing and the clerk to review with KALC and enquire with other clerks locally to see if the meetings are recorded.

ACTION: RS

6.11 Seal Pavilion

Mrs Stiasny sought quotations from five plumbers to update the pavilion heating system, only three attended and just one provided a quotation. Mrs Stiasny will report further at the next meeting.

6.12 Wildflowers

Following comments from Councillor Gough and KCC in his update, Mr Boorman will follow up and report at the next meeting although this may be too late for this sowing season. We discussed and will seek the views of the community asking the Seal Know Your Neighbours and the UVA to understand if this is a project the community wish to continue.

ACTION: OB and clerk

6.13 Reserves/Deposits Funds

Mr Michaelides will update at the next meeting on deposit funds.

ACTION: - Mr Michaelides

6.14 Facilities and Recreation Ground

Mrs Talbot has volunteered to go through these forms with the clerk on health and safety risk assessment, special condition of hire and review our Pavilion Booking form for updates. It was discussed we still require a working group to support the clerk.

7 Accounts and cheques

Mr Michaelides proposed to agree the list of payments and direct debits and this was seconded by Mrs Talbot and agreed unanimously.

Cheques to be signed July 2023

Cheque No	Payee	Amount	VAT Reclaim	Description
006497	Inland Revenue			Deductions
006498	Mrs C Boland			Clerk Salary
006499	Mrs C Ward			Caretaker Salary
006500	Kent County Council			Pension Fund
006501	Richard Abel	£540.00	£90.00	Planters in the

	Landscapes			Parish
006502	MDH Horticultural Contractors	£2,379.30	£396.55	Parish Mowing
006503	Edward Tyrrell (Fencing) Limited	£48.00	£8.00	Fence repair Seal Rec
006504	Kent Association of Local Councils	£1,233.06	£205.51	Annual Membership
006505	Mrs C Boland	£50.00		Office Equipment
006506	Sevenoaks District Council	£184.80		Refuse Collection
August 2023 – Cheques				
006507	Mr J Boland			Holiday Caretaker Salary
006508	Cancelled cheque			
006509	Inland Revenue			Deductions
006510	Mrs C Ward			Caretaker Salary
006511	Mrs C Boland			Clerk Salary
006512	Kent County Council			Pension Fund
006513	Mrs C Boland	£49.00	£8.17	Broadband
006514	Mrs C Boland	£200.00		Petty Cash

Direct Debits Received to date

Payment Date	Payee	Amount	VAT Reclaim	Description
26/6/2023	SEFE Energy	£123.76	£5.89	Seal Pavilion Gas
26/07/2023	Npower	£164.32	£7.82	Streetlighting
20/06/2023	British Gas	£229.62	£10.93	Seal Pavilion Electricity
20/07/2023	British Gas	£219.75	£10.46	Seal Pavilion Electricity
16/06/2023	Castle Water	£803.40	£61.53	Water rates

8 Items for Information only

9 Planning

The Council received and noted the minutes of the planning committee on 26th June and the responses to planning consultations submitted after those meetings which have been circulated.

The Next Parish Council meeting will be 14th September at Stone Street at 7.30pm.

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 9.20pm