

## SEAL PARISH COUNCIL

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**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  
Carters Hill  
Underriver  
Sevenoaks  
Kent  
TN15 0RY

**You are hereby summoned to attend a meeting of the SEAL PARISH COUNCIL which will be held on THURSDAY 14<sup>th</sup> September 2023 in Stone Street Village Hall beginning at 7.30pm to transact the business shown on the agenda below.**

**There will follow 10 minutes parishioner's question time.**

**1 Apologies:**

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

**3 Declarations of Interest**

**4 Clerk's report**

**5 KCC Matters – Councillor Gough's matters**

- Godden Green Pond – PC received quote awaiting KCC to agree cost.
- Wildflower verges – KCC to quote for cutting wildflower verges and seeding.
- A25 SID Column update
- Proposed reduction of Speed A25 – KCC Highways have updated us that the signs have been ordered and this should take 90 days.

**6 Other Matters Requiring Discussion and Action**

**6.1 St Lawrence Cricket Ground**

The Council to discuss regarding funding up to £1065 for the repair or replacement of the gates at the St Lawrence recreation ground.

Mr Bourne to update on St Lawrence Ground regarding the resurfacing.

**6.2 Archiving**

The Parish Council to consider digitalising 8 Parish Council minutes books for a cost of £409.

**6.3 Community Ownership Fund.**

The Councillors to discuss and make suggestions on schemes and projects to apply for funding.

**LEAD: ALL**

**6.4 UK Shared Prosperity Fund**

The Council to review the covenants in place for the Recreation Ground and prepare a consultation for a dog exercising area.

## **6.5 Cyber Security**

The Clerk will arrange a meeting with Cloudy IT on Cyber Security, should the Parish Council enquire for emails for our Council.

## **6.6 Parish Council meetings**

Mr Stiasny to provide a briefing for Otter.

**LEAD: RS**

## **6.7 Underriver Noticeboard**

The noticeboard needs maintenance and repair. Mrs Talbot to update councillors at the meeting on an offer from a resident to pay for this to be carried out.

## **6.8 ROSPA**

The Parish Council to consider the reports and give feedback on any repairs for both Seal Recreation Ground and Bitchet Green Ground.

**LEAD: all**

## **6.9 Donations**

Victim Support are asking for a donation towards their cause, details circulated to councillors.

## **6.10 Seal Pavilion**

Mrs Stiasny to provide quotes for the next meeting.

**LEAD: RS**

## **6.11 Wildflowers**

Mr Boorman to update the Council on quotes from KCC for seeding. It was suggested to ask feedback from the community maybe ask KYN and UVA whether it was still viable for wildflowers in the village as the licences are required to be renewed in September.

**LEAD: OB**

## **6.12 Reserves/Deposits Funds**

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

**LEAD: - Mr Michaelides**

## **6.13 Facilities and Recreation Ground**

The Clerk has reviewed the Health and Safety Risk Assessment along with the Pavilion Booking form for the Council to agree.

## **6.14 Action Plan**

To review the action plan, details circulated to Councillors.

## **7 Accounts and cheques**

## **8 Items for Information only**

### **8.1 Seal Recreation Ground**

KCC have conveyed their thanks to the Parish Council for accepting to terminate the Licence for the walking bus with effect from the end of the academic year. The School is still scheduled to convert to an Academy on 1<sup>st</sup> September 2023.

## 8.2 Sevenoaks Football Club

We have been informed that the grant has been accepted for the grass maintenance fund which will provide a fund of £33,280 spread over 6 years. The grant provides with the following funding Y1 £8320, Y2 £8320, Y3 £5548, Y4 £5548, Y5 £2772, Y6 £2772.

## 8.3 AGAR 2022/23

The Notice of Conclusion of audit Annual Return for the year ended 31 March 2023 has been announced 8<sup>th</sup> September 2023.

## 9 Planning

The Council received and noted the minutes of the planning committee on 13<sup>th</sup> July, 24 July and 21st August and the responses to planning consultations submitted after those meetings which have been circulated.

The Next Parish Council meeting will be 12<sup>th</sup> October at Seal Pavilion at 7.30pm.

### Consultations:

- The Kent Resilience Forum has launched an online public survey to explore how aware, and prepared, people consider themselves in relation to a range of risks and emergencies that could impact residents of Kent and Medway. This is to help benchmark and inform the work of the newly formed KRF Community Resilience Working Group. Online survey: [Community Resilience Survey](#). The consultation closes in September.
- KCC launched the [Kent Community Warden Service Review | Let's talk Kent](#) on 12<sup>th</sup> July as there is a £1 million reduction in budget to the service. The deadline for responses is 3<sup>rd</sup> October 2023.
- [National Highways and Transport Survey 2023-24 | Let's talk Kent](#). There are 6 surveys covering: accessibility, highways maintenance, public transport, road safety, tackling congestion and walking and cycling. The deadline for responses is 29<sup>th</sup> February 2024.

### 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.

**Mrs Clare Boland 8<sup>th</sup> September 2023**