



MINUTES of a Meeting held virtually on Tuesday 12th January 2021 at 7.30pm

Due to HM Government's measures for Covid-19, the Parish Council met virtually via Zoom, a conferencing platform.

00. PUBLIC SESSION

None.

01. PRESENT / APOLOGIES

Present: Cllrs. England, Copeland, Parker, Gomes-Chodynietcki, Hersey, Carrol, Lockey, Norton, Lapham

Apologies (accepted): None

In attendance: Tracy Godden (Clerk), Cllr Bayley (SDC)

02. MINUTES OF THE COUNCIL

The minutes of the meeting held on Tuesday 8th December 2020 were approved as a true record.

Proposed – Cllr. Lockey, Seconded – Cllr. Norton and Agreed.

03. DECLARATIONS OF INTEREST IN AGENDA ITEMS

None.

04. GENERAL ADMINISTRATION

4.1 Member Dispensations & Non-Pecuniary Interests: Requests for dispensations to be submitted to the Clerk for approval.

None.

4.2 .Training (Councillor and Staff)

Cllr. England is scheduled to attend a virtual KALC 'Getting in front of the Camera' session on 28/01/21. The Clerk reminded councillors that there were webinar sessions that could be attended virtually and encouraged members to look at the KALC training programme.

The Clerk is booked to attend (virtually) the following:

19/01/21 SLCC Webinar Make your writing grab attention

21/01/21 SLCC Webinar Marketing, Branding & Communications

The Clerk will also attend the next session of the SDC Clerks' Forum (19/01/21) and an SLCC branch meeting/training session (on Emergency Planning) 28/01/21.

05. DGPC REPRESENTATIVES – EXTERNAL BODIES

5.1 Feedback from any meetings attended by DGPC's representatives on external bodies

Cllrs Lapham and Hersey had attended the virtual AGM of the Donnington Hall Management Committee on 17/12/20. The Committee had sent thanks to the Parish Council for the £6000 grant that the Parish Council had provided. It was noted that there was a need for more volunteers to get involved with the Committee; Cllr Norton offered to take on the role of Secretary. This would mean that there are three members of the Parish Council now involved with the Committee (albeit only one, Cllr, Lapham, being an official Parish Council representative). The Clerk would put something on DGPC's social media to advise that additional volunteers are needed to help keep the venue running for the village hall.

ACTION: CLERK

5.2 Meetings due to be attended

No information available.

06. COVID-19

6.1 To note any updates to procedures and regulations affecting DGPC assets

At the time of the last meeting Kent was in Tier 3 and some hirers had been able to return (classes and sessions for Under 18s only). The Pavilion was then closed to all for a period of two weeks, effective from Monday 20th December expecting that the building would re-open on Monday 4th January. Kent was moved to Tier 4 restrictions on Sunday 19th December. On Monday 4th January it was still expected that the 8-12s Project would restart on 11th January, with the Sevenoaks Larder launching its satellite from the Pavilion on Tuesday 12th January. However, the country was placed into a national lockdown on January 5th with schools closing. This resulted in plans for the Pavilion to reopen being shelved (8-12s not running with the primary school being shut and the Sevenoaks Larder opting to defer the launch until it is safer for people to come to collect provisions from the Pavilion; the delivery service for registered users would continue). This being the case, the Pavilion is closed to all members of the public. Cleaning has been put on hold until such time as the building is re-opened. In line with Government advice, the tennis court has been locked. The MUGA has also been locked to deter gatherings in the youth shelters and the car park is also closed (all to help reiterate the Stay-At-Home message and protect the building). The Parish Council's insurers have been informed and the Chairman continues to visit the Pavilion to monitor. The Clerk will work from home unless there is an urgent need for her to visit Dunton Green.

07. CLERK'S REPORT To receive the Clerk's report

The Clerk reminded members that a nomination is needed for the KALC Community Award Scheme 2021. It was agreed that a call for nominations would be issued on social media (with a deadline); the Parish Council reserving the right to select the recipient.

The Clerk advised that the renewal of the Cyber Insurance for 2021/22 had just been received, with a renewal date before the next Parish Council meeting. The renewal premium is £319.20, the same as the 2020/21 premium. It was Proposed Cllr. Carrol, Seconded – Cllr. Gomes-Chodyniewski and Agreed that the insurance be renewed, and the premium paid.

ACTION: CLERK

08. COMMUNITY DEVELOPMENT & SAFETY

8.1 Anti-Social Behaviour – to note any issues

PCSO Sue Harwood has issued a newsletter for December 2020 (emailed to members) where she confirmed formally that a new PCSO has been welcomed to the area - PCSO Hannah Rainbow. At the moment Hannah is still in the mentoring stage, but she will be independent by the middle of January 2021. In terms of Dunton Green, it was noted that the Police have had a few reports of criminal damage in the area (still being investigated at the time the newsletter was issued, with the Police working hard to identify the offenders). It was disappointing to note that the Police have also had a few reports of Covid 19 breaches, where they attended the properties and strong words of advice were given. If the same people continuously breach the regulations further action will be taken.

It was noted that the Police had been called to the recreation on Saturday 9th January to deal with a group of young men using the MUGA (to play football and to drink alcohol). The gates of the MUGA had been locked on the previous Tuesday with notices advising that the MUGA is closed, that no-one must enter and that the fences should not be climbed. Clearly these young people had ignored all these notices. They were removed from the MUGA but remained at the recreation ground following the relatively swift attendance of the Police. It was noted that it was a Covid Patrol that had visited site.

09. FINANCE

9.1 Bank Reconciliation

A bank reconciliation to 31st December 2020 was presented by the Clerk and it was Resolved that it be accepted. The Chairman confirmed that she would verify all the bank balances stated on the reconciliations against the bank / investment statements when it was safe and appropriate to do so at the office.

ACTION: CLERK

ACTION: FE

BANK RECONCILIATION TO END 31/12/2020

Description	Value £	Value £
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Cash in hand 01/04/2020		£120,615.58
ADD Receipts 01/04/2020 – 31/12/2020		£171,823.81
TOTAL		£292,439.39
SUBTRACT		
Payments 01/04/2020 – 31/12/2020		£122,218.48
A: Cash in hand 31/12/2020		£170,220.91
Cash in hand per Bank Statements		
NatWest Reserve 31/12/2020	£82,868.40	
NatWest Current 31/12/2020	£7,155.30	
CCLA Public Sector Deposit Fund 30/11/2020	£40,197.21	
CCLA Local Authorities Property Fund 31/03/2020	£40,000.00	
TOTAL CASH IN HAND per Bank Statements		£170,220.91
Less unrepresented cheques		£0.00
TOTAL		£170,220.91
Plus unrepresented receipts		£0.00
B: Adjusted Bank Balance		£170,220.91

9.2 To discuss and agree the Precept level for 2021/22

The Clerk had provided members with papers ahead of the meeting with explanatory notes. It was confirmed that there had been a small increase in the Tax Base figure for Dunton Green (from 1321.92 to 1329.09).

The Clerk had also provided information on Year-To-Date Analysis (to 31/12/20) to assist with an understanding of the anticipated year end position and the impact of the pandemic. Information had also been provided relating to the loss of a long-term regular hirer (to another venue) and the potential for income in 2021/22 to be severely impacted.

It was noted that KCC had announced a proposal to increase its element of Council Tax by 5% for 2021/22 (proposals from SDC, Kent Police and Kent Fire & Rescue are as yet unknown although Cllr. Bayley (SDC) indicated that SDC's increase was likely to be 2% (£5)).

Members discussed the setting of the Precept at length. It was Proposed – Cllr. Carrol, Seconded – Cllr. Gomes-Chodynieski and Agreed that a Precept of £138,000 should be requested from SDC. This equates to a 0.9% or real terms annual increase of £0.95 on a Band D household.

ACTION: CLERK

10. ACCOUNTS FOR PAYMENT

10.1 List of payments for approval

It was Proposed – Cllr. Lockey, Seconded – Cllr. Copeland and Agreed to approve/ratify for payment a list of cheques, bank transfers, debit card payments and direct debits (with supporting documentation) as detailed below.

Payment Type	Description	Net £	VAT £	Gross £
December Payments (reported at December meeting in <i>italics</i>)				
DEBIT CARD	<i>Adobe Systems Software Adobe Acrobat subscription</i>	<i>12.64</i>	<i>0.00</i>	<i>12.64</i>
BANK TFR	<i>The National Society of Allotment & Leisure Gardeners Ltd National Allotment Society annual subscription</i>	<i>30.00</i>	<i>0.00</i>	<i>30.00</i>
BANK TFR	<i>Getting-IT-Working IT Support November 2020</i>	<i>150.00</i>	<i>0.00</i>	<i>150.00</i>
BANK TFR	<i>Society of Local Council Clerks (SLCC) Clerk's Annual Membership subscription 2021</i>	<i>234.00</i>	<i>0.00</i>	<i>234.00</i>
BANK TFR	<i>Staff Salaries & Expenses December 2020</i>	<i>2483.44</i>	<i>0.00</i>	<i>2483.44</i>
BANK TFR	<i>KCC (KCS) Photocopier leasing (to 02/21) and copy charges</i>	<i>160.08</i>	<i>32.02</i>	<i>192.10</i>
BANK TFR	<i>HMRC</i>	<i>3338.60</i>	<i>0.00</i>	<i>3338.60</i>

	<i>Quarter 3 2020/21 PAYE Tax & NI Payment</i>			
DD	Virgin Mobile Phone contract	7.00	1.40	8.40
DD	SAGE UK Ltd Payroll software	7.00	1.40	8.40
DD	B&CE HSM Ltd (The People's Pension)	311.42	0.00	311.42
DD	E.On (Unmetered Supply) November 2020	78.22	3.91	82.13
DD	British Gas Pavilion Gas November 2020	151.46	30.29	181.75
DD	E.On (Pavilion Electricity) November 2020	218.68	43.74	262.42
DD	Shred Station Confidential Waste Collection November 2020	31.00	6.20	37.20
DD	EE Mobile phone contract	8.17	1.63	9.80
DD	Onecom Ltd Broadband & Telephone	65.71	13.14	78.85
	Eventbrite (KALC) Councillor Training (2021)	35.00	7.00	42.00
BANK TFR	Donnington Hall Grant towards repair/maintenance works (as agreed at December 20 DGPC meeting)	6000.00	0.00	6000.00
BANK TFR	Mrs F England Expenses (batteries - solar lights Christmas Tree)	21.00	0.00	21.00
BANK TFR	Sally Jolly Printing of Dunton Green News Winter 20 Edition	891.60	0.00	891.60
BANK TFR	Sam Rogers Tree Care Tree Maintenance (Price's Wood, damaged tree)	250.00	50.00	300.00
January Payments to date				
DEBIT CARD	Adobe Systems Software Adobe Acrobat subscription	12.64	0.00	12.64
BANK TFR	Gardens of England Grounds Maintenance Dec 2020	239.00	0.00	239.00
BANK TFR	SDC Dog bin emptying/Litter bins & litter picking (Oct-Dec 20)	408.20	81.64	489.84
BANK TFR	Getting-IT-Working IT Support December 2020	150.00	0.00	150.00
BANK TFR	Bishops Services Ltd (Bibby Factors Northwest Ltd) Pavilion cleaning December 2020	730.68	146.13	876.81
DEBIT CARD	Amazon Padlocks for recreation ground	8.99	0.00	8.99
BANK TFR	Staff Salaries & Expenses January 2021	2381.12	0.00	2381.12
DEBIT CARD	Tesco Postage stamps	39.60	0.00	39.60
DEBIT CARD	SLCC Enterprises Ltd Clerk's Training (Marketing, Branding, Comms Webinar)	30.00	6.00	36.00
DEBIT CARD	SLCC Enterprises Ltd Clerk's Training (Make your writing grab attention Webinar)	30.00	6.00	36.00
DEBIT CARD	SLCC Enterprises Ltd Practitioners' Conference (Virtual – over 3 days)	75.00	15.00	90.00
DEBIT CARD	Amazon Stationery	33.81	6.77	40.58
January Payments (expected but unconfirmed/not yet paid as at 11/01/21)				
DD	123 Reg Email annual renewal	83.88	16.78	100.66

DD	Virgin Mobile Phone contract	7.00	1.40	8.40
DD	SAGE UK Ltd Payroll software	7.00	1.40	8.40
DD	B&CE HSM Ltd (The People's Pension)	296.79	0.00	296.79
DD	British Gas Pavilion Gas December 2020	387.06	77.41	464.47
DD	E.On (Pavilion Electricity) December 2020	567.75	113.55	681.30
DD	Shred Station Confidential Waste Collection November 2020	31.00	6.20	37.20
DD	E.On (Unmetered Supply) December 2020			
DD	EE Mobile phone contract			
DD	Onecom Ltd Broadband & Telephone			

ACTION: CLERK

11. PLANNING

11.1 CURRENT PLANNING To ratify comments submitted to SDC between meetings.

11.1a Planning Application 20/03568/PAC

Location: 136 London Road

Development: Prior notification for a change of use from Offices (Class B1 (a)) to Dwelling houses (Class C3). This application is made under Class O of The Town and Country Planning (General Permitted Development) (England) Order 2015.

Recommendation: Object.

Comments:

This application was previously submitted (and subsequently withdrawn) under 20/02771/PAC. The Parish Council submitted comments indicating that that application should be refused for the following reasons:

The Parish Council is aware that this is not an application on which it is a consultee but as a neighbour of the property there are some serious concerns with the application and with some of the claims within it. For this reason, the Parish Council is submitting comments.

The use class for the area proposed for conversion is not all B1 (offices). In fact, a substantial part of the property falls within use class A1 – shop/retail – as the current occupants have a bric a brac style shop operating from there and prior to that it was a retail outfit selling solar energy solutions (for a period of not less than a decade). To claim that this is all an office area and all class B1 is simply untrue.

Parking. There is absolutely no parking provision associated with the property. In an area already suffering from an excess demand for on road parking spaces it is misleading to claim that conversion to dwellings would not require provision of dedicated parking. The three spaces indicated as already being available and used by the property are, in fact, in Glyn Davies Close which is a private unadopted road and which 136 London Road cannot claim to have the exclusive use of. Indeed, these spaces are already used by other residents, especially overnight when, of course, the current occupiers of 136 London Road are not there. Any other application to create dwellings would have to provide for parking.

There is also a designated Public Right Way of Way demarcated in the access road to the recreation ground which runs adjacent to the property. The Parish Council has already had cause to contact the owners of 136 London Road to request that they do not park in the access road and that they do not block the PROW, the former causing considerable inconvenience and potential danger to anyone using the recreation ground facilities or trying to access parking at the rear of 136 London Road (an area that is within the boundaries of 138 London Road).

This is not a simple case of changing the use class. The impact of the change of use in terms of adding to an already high demand for off road parking cannot and should not be underestimated.

This latest guise of the application includes a Traffic Statement. Dunton Green Parish Council repudiates the claims of this survey which indicates that there is, in effect, an abundance of on road parking opportunities available in the vicinity. This is simply misleading in the extreme. If this consultation included more than just the immediate neighbour at 138 London Road (who has off road parking) there would be significant evidence from those neighbours that there is a parking shortfall and that current residents find it difficult to find a space near their homes when returning from work. The Traffic Statement purports to use certain standards in coming up with its figures and statistics. That is as may be. The fact that roads as far away as Lusted Road, London Road slips (London Road B presumably?) and Hillfield Road are included is nothing more than a means of massaging the figures so that an impression is given of huge availability of unused parking space. The fact of the matter is that this development does not provide any parking at all and its use as a residential development is very different to the uses it has had before.

Any new residents will undoubtedly attempt to park in Glyn Davies Close or in the immediate vicinity of London Road. The reality is that they will simply not walk the distance to these other roads to park. If these roads are not included in the figures, it becomes much more evident that the evening parking stress in the vicinity of the development is in excess of 97%, which reflects much more accurately the conditions under which existing residents are having to find on road parking near to their homes.

For further clarification, the car park for the recreation ground is not 'at the end of Glyn Davies Close' at all. Glyn Davies Close is adjacent to the public house (The Duke's Head), not immediately adjacent to the development site. The recreation ground, pavilion and associated car park are at the end of a service road which lies between 136 London Road and Glyn Davies Close. It is on this service/access road that the pedestrian Public Right of Way lies, and it is the only proper access to the recreation ground and car park (albeit there is a junction with Glyn Davies Close itself to assist with traffic flow) and is subject to comments in the original response where the previous occupiers of the property (accepting that this is not the current applicants) caused considerable inconvenience to neighbours by blocking that access by parking vehicles there.

Comments specific to the Transport Statement – including the reference point within that document:

1.4 The existing site has not solely been used as offices. The ground floor has predominantly been used as a retail site for decades (most recently as a bric a brac shop and prior to that as a solar energy outlet). Both had very limited customer traffic.

1.5 The description is inaccurate. The development is adjacent to a service road for the recreation ground and its car park. Glyn Davies Close is adjacent to that service road.

2.8 Dunton Green is designated as part of Sevenoaks District Council's Urban classification.

3.2 The development's proximity to the school is another reason why it is important that safe, off road parking is provided. The school drop offs and collections place significant pressure on parking in the immediate area at key times of the day in term time.

3.5 The 'pedestrian walkway' described is NOT from Glyn Davies Close. The 'walkway' runs adjacent to Glyn Davies Close, from its start in London Road, up the service road, through the car park and recreation ground and across to the station. It is in part (from London Road into the agricultural field) the Public Right of Way SR102.

3.6 Dunton Green Station – the word station seems to be missing?

3.8 Given how busy the A224 (London Road) is, it remains debateable just how safe it is for cyclists to use.

Experienced and determined cyclists do use the road but the numbers are small and to insinuate in this report that the road is effectively safe for cycling because of its width is misleading.

4.6 Inclusion of Donnington Road, Lusted Road, London Road B (which is presumably what we would describe as the London Road slip road) and Hillfield Road is nonsensical. As demonstrated in the figures within the document, demand on Donnington Road outstrips availability and the other roads are arguable too far from the development to be creditable.

4.9 Donnington Road cannot take any additional parking demand. As already indicated, any new resident of 136 London Road will increase the demand in Glyn Davies Close or in the immediate area of London Road. They simply will not park further away.

If the survey was carried out on Tues 24th Nov and Weds 25th Nov can any evidence be provided about whether the recreation ground park was being used (contrary to permissions) and whether this might have had an impact on the figures?

And whilst a two-day survey may be deemed acceptable, it is not, in the Parish Council's opinion, sufficient a period to be indicative of real demand.

4.13

Donnington Road – 110%: demand outstrips supply of spaces

Hillfield Road – too far away to realistically be an option

London Road – 97% parking stress!

London Road B - too far away to realistically be an option

Lusted Road - too far away to realistically be an option

Why should current residents be displaced because this application provides zero parking and where, in the immediate area of the development, parking stress is already at least 97%?

26 alleged parking opportunities:

7 in Hillfield Road – too far away to be creditable

6 in London Road B - too far away to be creditable
 13 in Lusted Road - too far away to be creditable
 1 in London Road!!
 -2 in Donnington Road!!

5.3 It is unacceptable to provide zero parking in a development where there is already excessive demand and any further parking demand will simply exacerbate an already difficult situation.

6.3 There is no car park at the end of Glyn Davies Close, there is a housing development. The car park is at the end of the service road (and the address of the car park, recreation ground and Pavilion building is London Road, TN13 2UR).

6.10 Given the Parish Council's (and the village's) experience of the impact of poor provision of parking spaces for developments in Dunton Green (notably Ryewood) and the predictions of developers of car ownership, the Parish Council refutes the claim that two two-bedroom dwellings will only generate a demand for two parking spaces. This is unrealistic and it is far more likely that there will be a minimum demand for 4 parking spaces. This then throws out all the assumptions made about the impact of the dwelling on the existing infrastructure.

Fig 4c is unclear – there are measurements in the area in front of the Duke's Head public house and the school. Are these included in the assumed number of overall available parking spaces? If so, this is incorrect as parking is not permissible in that area at all.

None of the Parish Council's concerns about parking have been addressed by this resubmission. There continues to be no provision for parking within this application and the contentions of the Transport Statement that has been provided are hotly contested.

It is also noted that on SDC's website at the time of viewing the application there was no proposed first floor plan included?

The Parish Council, therefore, continues to object to this development and to have serious concerns about the lack of parking provision.

It was Proposed – Cllr. Carrol, Seconded – Cllr. Lockey and Agreed that the comments be ratified.

11.2 CURRENT PLANNING To consider the applications and to resolve to agree recommendations.

11.2a Planning Application 20/03693/HOUSE

Location: Kilkea Morants Court Road

Development: Proposed two pitched roof dormers and roof light to flank elevations, with first floor window alternation to front elevation

Recommendation: No Comment. Proposed – Cllr. Hersey, Seconded = Cllr Norton and Agreed.

ACTION: CLERK

11.3 PLANNING NOTIFICATIONS It was resolved to note the decisions from SDC or the Planning Inspectorate.

11.3a Planning Application 20/02948/HOUSE

Location: 20 Station Road

Development: Proposed demolition existing conservatory; proposed ground floor side extension with rooflight; proposed dormer at rear and new rooflight at front

GRANT OF PLANNING APPLICATION: Subject to conditions

11.3b Planning Application 20/02805/MMA

Location: 30 Kingswood Road

Development: Minor material amendment to 19/02221/HOUSE

GRANT OF PLANNING APPLICATION: Subject to conditions

11.4 SDC withdrawal of paper copy planning applications for consultees

It was noted that Sevenoaks District Council has advised that with effect from 4th January 2021 planning applications (except for large-scale developments – no indication yet as to what constitutes such a development) will only be

available to view online and Parish Councils will not be provided with paper hard copies. The Clerk had contacted SDC to ask about training which it had been inferred at a session before Christmas might be available (Brasted PC having piloted a scheme). The Clerk had been informed that there were no training sessions but that the 'ruler' is available on Public Access and using it is intuitive. The Clerk would forward the information provided today by SDC to members so that they might explore Public Access to get used to the system. It will be necessary to introduce some sort of screen at future face to face meetings to enable members to view planning applications at meetings. It was suggested that Parish Councils should be allowed the maximum amount of time for responding; the time lag for posting documents allocated in the previous system should be added to the time available for Parish Councils (so that it is not necessary to try to factor in extra meetings). Cllr. Bayley (SDC) indicated that she would ask for confirmation from SDC's planning team of the timeframe for responses to applications afforded to PCs.

ACTION: KB

11.5 Chevening Parkland Scheme: to discuss information provided by Chevening Parish Council

Chevening PC had forwarded information regarding its response to the planning application associated with the Chevening Parkland Scheme, in relation to potential traffic movements associated with the development. There is some confusion regarding where the traffic will be travelling – from Polhill and then into the Chevening Estate via the Morants Court Farm road or straight down the A224 via London Road and Riverhead. Cllr. DGPC has not been consulted as a neighbouring parish but felt that if traffic movements did not come through Dunton Green there would be no issues for the village. There was a suggestion that there be a condition of any grant of planning permission that HGV traffic associated with the scheme must take a direct route from Polhill. Cllr. Bayley (SDC) advised that she will investigate what is planned.

ACTION: KB

12. RECREATIONAL FACILITIES AND COMMUNITY AMENITIES

12.1 Grounds Maintenance

Nothing to report.

12.2 Projects - Updates regarding:

12.2a Longford Meadow Climbing rocks project

There has been no progress over the Christmas & New Year break, understandably. A crane contractor is required to visit site to carry out an assessment, but it is acknowledged that in a national lockdown this is not essential. The project will progress as best it can over the coming months.

ACTION: CLERK

12.3 Pavilion

As reported under Item 6.1 above, the Pavilion is currently closed to all members of the public. The electrician visited site on Saturday 9th January and has replaced the emergency exit sign which was faulty. None of the lights are working on the outside walls in standard mode and are barely working in emergency mode. The electrician removed the cover and there is power going to these so it may be that the lamps have all failed. He will get 1 new light to try in one to see if this solves it. With regard the external lit bollards these are LED modules by Thorlux so will not be simply a lamp change. The electrician has taken an old one from the plant room and will look at it to see if there is anything that they can do other than buying whole new modules from Thorlux. The electrician has the means to access the Pavilion to carry out all the work unaided, so there is no need for the Clerk or anyone else to attend site.

12.4 Floodlights

As per the December meeting, the floodlights are working but the astronomical timer needs to be fitted (the lights having now been temporarily set to come on early enough for the MUGA and tennis court not to be in darkness from dusk). This will be completed in January.

The Clerk was asked if the electrician could look at the war memorial clock as this has an astronomical timer for a light which does not appear to be working properly.

ACTION: CLERK

With the issues around people climbing over the fences at the recreation ground (despite notices asking people not to climb them) and antisocial behaviour generally, the Clerk suggested it would be worth investigating whether additional CCTV might be added to the floodlight columns. It was agreed that advice and quotations should be sought.

ACTION: CLERK

12.5 Noticeboards – to discuss repair of existing noticeboard near Rose & Crown

The Chairman advised that the noticeboard on London Road near the Rose and Crown is becoming increasingly difficult to put notices on because the surface is very hard and gets very wet and suggested that DGPC looks at adding a layer of cork to improve matters. On discussing this it was felt that a new lockable noticeboard would be a more practical solution. It was Proposed – Cllr. Lockey, Seconded – Cllr. Carrol and Agreed that a new noticeboard should be purchased & installed, and the Clerk should seek quotations.

ACTION: CLERK

It was noted that the community noticeboard at the station needed some attention (the Perspex is not fitting properly into the frame). The Clerk will contact Kelly Webb at SDC to inform her that this needs looking at (the noticeboard having been installed by SDC).

ACTION: CLERK

It was noted that noticeboards are not listed on the asset inspection form and that the current rota of inspections is about to expire. The Clerk will update the form and will issue a new inspections rota to all members, who must then carry out their scheduled inspection on time.

ACTION: CLERK

12.6 Price's Wood – (if available) to note surveyor's feedback and to agree future actions, if any

A detailed draft letter had been received from the surveyor and had been distributed to members for consideration. The surveyor had clarified the confusion around the boundary, confirming that the boundary is in the correct place but that errors on Land Registry and Ordnance Survey maps have contributed to the confusion. Clarification of the situation was the objective of engaging a surveyor and that had been achieved.

There were no suggested changes to the draft letter, but the Clerk would ask the surveyor if he was able to address the OS/Land Registry issues on behalf of the Parish Council. When a final letter has been received this will be shared with Ian Osburn on behalf of Pounsley Road Residents Ltd (correspondence had been received advising that a resident had assisted the surveyor in identifying which dwelling was associated with which boundary fence section). It might be necessary to ask any resident with a 'missing' back fence to install one (if possible) to avoid any further issues.

ACTION: CLERK

13. HIGHWAYS & TRANSPORTATION

13.1 A224 (London Road): pre-Christmas overnight traffic issues

There had been significant issues in the weeks leading up to Christmas and the Clerk had been contacted by residents. The Clerk had informed councillors and officers at KCC and SDC as well Laura Trott MP and had liaised with Highways England & Connect Plus. The Clerk has compiled a log of reports of the disruption so that this can be used as evidence of the concerns. The Clerk was asked to forward that log to Cllr. Chard (KCC), who had been expected to attend this meeting and who had indicated that they would be implementing a scheme of monitoring. It was noted that there had been no recurrence of the volumes since Christmas and that it remained unclear what had been the source of the traffic. Laura Trott's office had followed up with Connect Plus earlier that day (simply asking questions that had previously been asked by the Clerk and already answered). The Clerk asked members living on Morants Court Road and London Road to report any future issues, as they had done previously, should they arise.

ACTION: CLERK

ACTION: PL AL

13.2 Lennard Rd/Station Approach footpath lighting column damage / mirror update

The Clerk had instructed the Parish Council's streetlight maintenance contractor to attend this column. It had reportedly been tampered with when an attempted burglary at a neighbouring property was undertaken. The

contractor reported that the door had been crowbarred off the column and the connection damaged. This had been rectified and the Clerk had agreed to the door being banded on to help secure it against any further attempts. There had been no feedback from KCC regarding the request for a mirror and the Clerk had now spoken with DGPC's contractor. A quote had now been supplied for the supply and installation of a convex safety mirror at £126.25 plus VAT, which the Clerk had agreed; work will be completed as soon as the mirror has been obtained.

14. ALLOTMENTS

Nothing to report.

15. COMMUNICATION

15.1 Newsletter

15.1a Spring 2021 Edition

Given that the country is now in a national lockdown and that restrictions are not expected to be lifted before February half term at the earliest, it was proposed that there be no Spring 2021 edition (this would ordinarily be written and printed in February for delivery end February/beginning of March). Another bumper edition would be produced for the Summer.

15.1b Delivery routes

Routes will be reviewed as there has been an offer of assistance from another resident which brings to 5 the number of residents who assist councillors with the delivery of Dunton Green News. Members were asked to make sure that when route details are issued that they double check what they have been allocated as there will be changes for some (as there were for the Winter edition but there had been some confusion as a result).

ACTION: CLERK

15.2 Social Media

Not discussed. Defer to a future meeting.

16. EVENTS

Annual Parish Meeting: this is usually held in Dunton Green in March. It was not held in 2020 due to the Covid-19 restrictions and no legislation to allow it to be held virtually. There is no clear guidance yet regarding whether any changes will be legislated this year. It seems unlikely that it will be possible to hold a face-to-face meeting in the permitted timeframe for APMs to be held but advice will be sought regarding a virtual option. It will not be possible to hold the Parish Reception at the same time as the APM this year.

Fireworks: this event is usually held on the last Saturday of September. It did not take place in 2020 but the Clerk will provisionally book the pyrotechnic team and the singer who had been scheduled to be at that event for 2021. It is hoped that things will have improved sufficiently to allow an event of this sort by that time.

ACTION: CLERK

Remembrance Day Service and Christmas Singalong: these are far enough into the future that plans can be discussed in early summer.

Christmas lights: the small, planted tree was lit with battery powered lights over the Christmas period. They had lasted and it was proposed that this be done again in 2021 while the tree grows. There are 4 sizeable trees in planters on the northern section of the village green and it was agreed that they also should be festooned with lights at Christmas 2021. The Parish Council will also look at options available to put lights in the silver birch trees on the village green to add to the overall impact. The Clerk will look at sourcing some lights as soon as possible. In terms of future planning, the Clerk would seek advice on a better power source for the village green asking other parishes what they have had installed and how they power their light displays.

ACTION: CLERK

17. CORRESPONDENCE

The items of correspondence below were NOTED by the Parish Council:

17.1 Clerks and Councils Direct November 2020

17.2 Clerks and Councils Direct January 2021

There were no items of correspondence requiring discussion at greater length.

18. DATE OF NEXT MEETING

Scheduled: February 9th, 2021 (7.30pm). This meeting will be held virtually (using Zoom).

19. PUBLIC SESSION

Cllr. Bayley (SDC) apologised about the late rubbish collections that had affected Dunton Green over the Christmas period and confirmed that the green waste and tree collection services had now restarted, with collections now back to normal. Like many organisations, SDC has been impacted by staff being off sick or self-isolating and this had affected these services. It was also noted that an asymptomatic Covid test site is set to open at Bat & Ball in Sevenoaks on 15th January (in addition to sites already set up in Swanley and other areas of Kent).

Cllr. Bayley was thanked for attending the meeting.

The meeting closed at 9.02pm.