



# DUNTON GREEN PARISH COUNCIL

Dunton Green Pavilion • Recreation Ground • London Road

Dunton Green • Sevenoaks • Kent • TN13 2UR

Tel: 01732 462966 • email: clerk@duntongreenpc.org.uk

Chairman: Cllr F. England • Clerk to the Parish Council: Tracy Godden

## To members of the Council

You are hereby summoned to attend a meeting of Dunton Green Parish Council at Dunton Green Pavilion on Tuesday 9<sup>th</sup> July 2024 at 7.30pm for the purpose of transacting the following business.

### 00. PUBLIC SESSION

To enable any members of the public present to draw the attention of the Parish Council to any pre-advised matter, at the discretion of the Chairman.

### 01. PRESENT / APOLOGIES

To receive and accept apologies for absence.

### 02. MINUTES OF THE COUNCIL

To approve the minutes of the meeting held on Tuesday 11<sup>th</sup> June 2024 and, if in order, to sign as a true and accurate record.

### 03. REQUESTS FOR DISPENSATIONS

To consider written requests from Members which have previously been submitted to the Clerk to enable participation in discussion and voting on items for which the Member has a Disclosable Pecuniary Interest (Localism Act 2011 s.31 & s.33).

### 04. DECLARATIONS OF INTEREST IN AGENDA ITEMS

Members are requested to ensure that declarations of interest are made orally. Members are reminded that if an interest comes to light during the meeting it must be declared at that time and if the member considers it to be prejudicial then he or she MUST leave the 'room'. Members are reminded that they have a duty to consider the Crime and Disorder Act 1998 s.17 when reaching a decision.

### 05. GENERAL ADMINISTRATION

5.1 To receive updates from Kent County and Sevenoaks District Councillors

5.2 Policies: Review of existing policies

5.2a Sickness (Absence Management) Policy

5.2b Child & Vulnerable Adult (Safeguarding) Policy

5.2c Child Protection Procedure

5.3 Learning Opportunities (Cllr & Staff): to consider what has been undertaken, booked and is available

5.4 UK Shared Prosperity Fund: to note successful application (via SDC) for £4000 towards capital projects in Dunton Green

### 06. DGPC REPRESENTATIVES – EXTERNAL BODIES

6.1 To consider feedback from any meetings attended by DGPC's representatives on external bodies and to note any meetings due to be attended

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

## 08. COMMUNITY DEVELOPMENT & SAFETY

8.1 Anti-Social Behaviour – to note or consider any issues brought to the attention of the Parish Council and to note the latest Police newsletter

8.2 DGPC funded Community Activities: to note any updates regarding youth and senior activities

## 09. FINANCE

9.1 To receive a Bank Reconciliation (to the end of the previous month) and to acknowledge balance statement values have been verified.

## 10. ACCOUNTS FOR PAYMENT

### 10.1 List of payments for approval

To resolve to note expenditure for June and July to date and to approve items for payment in July. A list of cheques, bank transfers and direct debits (with supporting documentation) is provided and is to be signed off by two councillors.

## 11. PLANNING

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

### 11.1a Planning Application 24/00849/FUL

Location: 2 Barretts Road

Development: Change of use of dwelling to a mixed use (Use Class C3) and childcare on domestic premises.

### 11.1b Planning Application 24/01544/WTPO

Location: Fort Halstead Crow Drive Halstead

Development: Various works to trees

[No statutory requirement to publicise the application; information purposes only].

### 11.1c Planning Application 24/01653/WTPO

Location: Land South of Westmoor London Road

Development: G1 Limes x4 – Remove suckers up to approximately 6 feet. T1 Lime – Fungus at base, suspect Kretzschmaria. Pollard at approximately 20 feet.

[No statutory requirement to publicise the application; information purposes only].

Any planning applications received between 03/07/24 & 09/07/24 will also be considered.

11.2 PLANNING NOTIFICATIONS To note the decisions from SDC or the Planning Inspectorate.

### 11.2a Planning Application 24/01191/HOUSE

Location: 69 London Road

Development: Proposed demolition of existing conservatory and side extension. Proposed rear and side extension at ground floor with rooflight.

#### **PLANNING PERMISSION GRANTED**

### 11.2b Planning Application 24/01221/PAC

Location: Unit E Ryedale Court Riverhead

Development: Prior notification for a change of use from Offices Class R to Dwellinghouses Class C3. His application is made under Class MA of The Town and Country Planning (General Permitted Development) (England) Order 2015.

#### **PLANNING PERMISSION GRANTED**

### 11.2c Planning Application 24/00997/ADV

Location: Roundabout At Junction With Polhill Morants Court Road

Development: Display of 4 x free standing, non-illuminated fascia advertising boards.

#### **REFUSAL OF PLANNING PERMISSION**

Any planning notifications received between 03/07/24 & 09/07/24 will also be considered.

11.3 To consider information regarding the Local Plan Regulation 19 consultation timings (if

available), to note any Dunton Green sites included in the Submission version of the Local Plan (if available) and to make plans for the Planning & Development Committee meeting scheduled for 13<sup>th</sup> August (to discuss a response to the Regulation 19 consultation)

11.4 Housing Needs Survey: to note plans (RACE (Rural and Community Housing Enabling) and SDC) to undertake an HNS and to confirm dates proposed are acceptable

11.5 Planning Enforcement [site west of Morants Court Road] – to note that an Enforcement Notice has been served following reports of development to the Parish Council by a member of the public

## 12. RECREATIONAL FACILITIES AND COMMUNITY AMENITIES

12.1 UK Shared Prosperity Fund - to note successful application for £4000 funding as a contribution towards DGPC asset signage and new hanging basket poles (village green and Longford Meadow)

12.2 New shepherds crook poles – to consider quotation and to note part funding from UKSPF

12.2 Longford Meadow - to consider a quotation for six new hanging baskets

12.3 Christmas Lighting project – to receive an update regarding an application payment to KCC, KCC streetlights concerns and load testing, additional shepherds crook poles

12.4 Village Green flower beds – to receive an update regarding the status of the project and the schedule of works

12.5 Longford Meadow - to receive an update in relation to the missing trees and plans to attempt to utilise existing shrubs from the village green

12.6 Recreation Ground pitch/facilities hire – to note that a contract has been signed with Ide Hill Football Club for the 2024-25 season (games to be played on Sundays)

12.7 Recreation ground – to note a request re pitch improvements (goalmouth repairs) and to consider the purchase of barriers to assist with works

12.8 Recreation Ground tree inspection– to consider recommendations for works to be undertaken in relation to the bleeding horse chestnut and any bough/crown lifting generally

12.9 Village green trees – to note that a request has been made to SDC to complete maintenance on the trees generally and to address issues with a tree outside 79 London Road

12.10 Recreation Ground playground equipment – to note that works have now been completed following the last inspection. Next inspection due in August

12.11 Recreation Ground kissing gate – to note expected timings for repair of railings and installation of the gate

12.12 Extension Land project - update following informal ONH Planning for Good discussions and to consider a proposal and quotation for works

12.13 Extension Land project – to consider the Farm Business Tenancy agreement draft letter of termination and to determine whether action is to be taken

## 13. HIGHWAYS & TRANSPORTATION (INFRASTRUCTURE)

13.1 Highways Improvement Plan (HIP) – revised version for approval prior to submission to KCC

13.2 Sevenoaks 20mph zone and costs – to note concerns about KCC's blanket requirement for all illuminated road signs within the zone to be disconnected by UKPN and the cost implications

## 14. EVENTS

14.1 DGPC Events: to note/consider feedback/updates/requirements:

14.1a Annual Fireworks Event Saturday 28<sup>th</sup> September 2024: to receive any updates and agree plans for any outstanding actions over the summer

## 14.2 Non-DGPC Events: to note

14.2a SDC Family Fun Day: Wednesday 31<sup>st</sup> July (10.30am to 1.30pm)

## 15. CORRESPONDENCE & COMMUNICATIONS

### 15.1 To consider or note correspondence received since the June 2024 meeting

15.1a Resident [Email] – Request for a running track in the recreation ground

15.1b Hubs Mobility Coordinator [Letter] – information about the South East Mobility Centre and accessible travel support

15.1c Resident [Email] – positive feedback about Dunton Green News

15.1d SDC [Email] – Silver Sunday 2024

15.1e Sevenoaks District Kent Police IAG – Reminder of meeting 18/01/24 18.30-20.00 Swanley

Any correspondence received between 03/07/24 & 09/07/24.

### 15.2 Dunton Green News (newsletter): to note copy deadline for Autumn edition (1<sup>st</sup> August) and to discuss potential articles for the Autumn and Winter 2024 editions

### 15.3 DGPC Website: to receive an update regarding the duntongreen-pc.gov.uk website

### 15.4 DGPC Email addresses and IT Support: to receive an update regarding progress towards moving to duntongreen-pc.gov.uk email addresses

## 16. CO-OPTION

To co-opt additional members of the Council if applications have been submitted for the current vacancy (and applicants have attended a meeting).

## 17. DATE OF NEXT MEETING

17.1 Planning & Development Committee Scheduled: August 13<sup>th</sup>, 2024 (7.30pm)

17.2 Scheduled: September 10<sup>th</sup>, 2024 (7.30pm)

## 18. PUBLIC SESSION

To enable any members of the public present to draw the attention of the Parish Council to any pre-advised matter, at the discretion of the Chairman.

*Tracy Godden*

Tracy Godden Clerk to Dunton Green Parish Council

Wednesday 3<sup>rd</sup> July 2024

[www.duntongreen.pc.org.uk](http://www.duntongreen.pc.org.uk)