

A virtual meeting of the Seal Parish Council was held on THURSDAY 14th January 2021 at 7.30pm

Present: Mr Spencer, Mrs Weston, Mr Bourne, Mr Michaelides, Mr Tavare, Mr Bulleid and Mr Martin

Also present: The Clerk, Councillor Hogarth, Councillor Thornton and Councillor Gough

Parishioners Question Time – No residents present

1 Apologies: Mr Brown, Mr Haslam and Mr Penn

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

3 Declaration of Interest - None

4 KCC Matters – Councillor Gough matters

a) New and high priority outstanding issues for the PC for discussion

Mill Lane in Underriver - a verge requires investigating in between Carters Hill junction and Underriver House Road. There has been extensive tree cutting work by the side of the lane which falls 12ft deep down to stream. Trees used to barrier the area and an inspection required to see if it's safe. A survey was carried out on the bridge.

Junction of Bank Lane and Mill Lane – it could do with resurfacing but more important is the need to keep it clear of mud and debris, making it slippery down to the junction. Potholes, running water and drainage covered by mud outside Riverdale Farm is also a problem.

Installation of a traffic mirror - Bank Lane, Godden Green, Blackhall Lane exit.

Zambra Way – verge cutting and broken posts markers left on verge.

b) Ongoing highway matters for information only

Traffic counts have been completed on Childsbridge Lane Railway Bridge. Whitney Gwillim is open minded to possibilities including improved signage around entering the village. Clerk to receive a report from Councillor Gough.

A25 SID column needs to be reinstated; traffic counts are required.

Gulleys in Underriver House Road – one drain blocked; KCC are organising for CCTV where the drain is closer to the stream and there will be another road closure.

No road sign heading towards Sevenoaks, Fawke Wood Road, third sign missing for Underriver and a couple of verge markers require reinstating.

Black metal bollard outside Seal Kebab Shop requires reinstating.

At the junction of Childsbridge lane the drains are blocked opposite Meadow Lane side. There is a gully in Zambra Way and the road has dipped and needs resurfacing. The general drainage is better but at the corner of Zambra Way, there is nowhere for the water to go. Gulleys have been cleansed there, further works to the main line to Childsbridge Lane was organised for 6th January. Although this didn't happen.

It was agreed that most of the ongoing highway maintenance issues should be reported on and chased up directly by the Clerk before the meeting and only those needing discussion to be raised at the meeting.

c) Copse Bank/Ashplatt Footpath

The maintenance on Copse Bank footpath will start on 18th January.

d) Speed Limit A25

In response to the Parish Council's letter regarding the speed along A25 Whitney Gwillim is working on a route study to access the situation on the road and will have an update for the next meeting.

5 Other Matters Requiring Discussion and Action

a) Highway Improvement Plan

Whitney Gwillim has taken this on at KCC and Councillor Gough reported that a meeting will be arranged soon. **ACTION: Clerk**

b) Zion Street

The Parish Councillors agreed that there are parking problems on the corner with Church Road and KCC should be asked to look at double yellow lines. Mr Tavare proposed and Mr Spencer seconded and this was agreed unanimously. **ACTION: Clerk**

c) Seal High Street

It was agreed that Glasdon gates on all entrances to Seal, including Childsbridge Lane, could reduce speed entering the village and to include signs to car parking.

This can be discussed in the HIP meeting. **ACTION: Clerk**

d) Network Rail

The Parish Council to propose and agree a letter to Network Rail regarding the footbridge in Childsbridge Lane or for widening the existing bridge. KCC to be included in the letter - **ACTION: CH for next meeting**

e) Traffic around the Fawke Common entrance to Knole Park/Carters Hill

No update since last meeting but Mr Gough to arrange a meeting with KCC, SDC, Knole and the Parish Council on parking issues. Solutions are long term and we do need to handle the immediate pressing issues on parking. Knole could possibly have a car park in Redlands but this is a year away. The clerk raised that cars are accumulating on the roadside near One Tree Hill on Carters Hill, and the car park is full. Other areas such as Godden Green and Bitchet Green are also affected. **ACTION: FW**

f) Seal Recreation Ground / Seal Village Hall

The following was agreed –

- That the Parish Council would support the distribution of the Seal Village Hall questionnaire in conjunction with their own questionnaire on the recreation ground.
- That all options will be included in the recreation ground questionnaire from a Multi-Use Games Area to more modest provision.
- Every effort will be made to get views from everyone with questionnaires going out electronically, on paper, via the schools, and, when appropriate via door drops.

Mr Bourne proposed and Mr Bullied seconded and this was agreed unanimously. **ACTION: CT**

g) Website Accessibility and Upgrade

Mr Bourne and the clerk will pick up on the main issues and come back with a link to the proposed site for everyone to see how it is progressing. **ACTION: RB**

h) KALC Community Award Scheme

The Parish Council to decide on nominations for 2021 Community Award. Nominations due by 12 February 2021. The Parish Councillors to update the Council at the next Parish Council meeting of who they would like to nominate.

i) Equipment for the Pavilion

Once the Parish Council can hold face to face meetings and after COVID Mr Bulleid could provide a projector to enable the Parish Council to link to a laptop, as WIFI now exists.

j) Council Documents

These documents have now been updated and require adoption by the Council. They have all been circulated to Councillors to be reviewed before the meeting.

- a. Standing Orders
- b. Financial Regulations
- c. General and Financial Risk Assessments
- d. Volunteer Groups

Mr Bourne proposed and Mr Martin seconded and this was agreed unanimously.

RESOLVED: All council documents were approved and signed.

k) Community Assets

The Parish Council to propose we ask UVA to prepare a community asset form for the White Rock Inn Pub and for Mr Bourne to prepare one for the Bucks Head.

Mr Bourne proposed and Mr Martin seconded and this was agreed unanimously.

Action RB and Clerk

l) Seal Primary School

The walking bus licence due to be finalised. No further update. **Action JS**

m) Tarmac Development Site

To consider a proposal by Mr Haslam, to be circulated beforehand, on easing traffic through Seal Village especially due to issues such as that caused by Pilgrims Way being blocked.

This proposal to be considered at the next meeting due to no attendance at the meeting.

n) Land to rear 13-16 Mills Crescent

West Kent Housing Association had asked the Parish Council for additional play facilities at the proposed rural exception housing site. In the absence of a meeting, the Parish Council had commented by email to say.

“The open space proposed in the new development appears not well suited to ball games etc. by virtue of its topography and fixtures.

The Parish Council therefore requests that the new open space be designed expressly for children’s informal play.”

o) Local Housing Survey

A request from SDC to ask the Parish Council for a one year delay regarding the 5 year local housing survey programme to September 2022. It was agreed that this would not adversely affect Seal.

p) Additional Funding

KCC bid to seek additional funding for sport facilities, new playing fields and other sport facilities on campus occupied by Trinity School, Weald of Kent Grammar School and the Tunbridge Wells Grammar School for Boys satellite provision. New sports offer extends the ability of 3 education provisions and provide wider range of secondary school age students who are residents. It will also be available for local sports groups individuals for hire.

The Parish Council are looking at facilities on the recreation ground that are open for all to use at any time.

q) Bitchet Green

In response to 3 residents having complained of increased car parking on the green at Bitchet Green causing vehicle damage during the wet weather, Mr Bourne had a meeting with Open Spaces Manager, Ashley Walmsley from SDC and is positive that something can be achieved. Not positive how long it would take and this would have to go through to legal team as it is registered Common land. Options to consider include the use of bollards, hardcore or possibly Geogrid. Preventing parking may just move the problem and consideration needs to be given to parking for the cricket club in the Summer.

ACTION: RB

r) Park Lane/Grove Road

There was a discussion on the repetitive flooding of the road at the junction of Park Lane and Grove Road, Seal. The pond is owned by Wildernesse Golf Club.

Emily Kinsella KCC Drainage works organised a CCTV survey 4th January. The highway drainage into the pond, the water drains to west and the pond overflows with high levels of silt and therefore the drainage isn't working properly. KCC will contact the landowner.

s) St Lawrence Recreation Ground

St Lawrence Football Club have asked for £450 from the St Lawrence Grant for improvements costing £900 to the lower entrance of the Recreation Ground to enable groundsmen and deliveries to access the football pitch. Mr Michaelides proposed and Mr Spencer seconded and this was agreed unanimously.

RESOLVED: The Parish Council agreed to pay £450 towards a grant.

6 Items for information only

a) Park Lane

Park Lane, Column 30 more groundworks to be completed.

b) Seal Recreation Ground

Police continue to patrol the area for ASB and have reported that there have been hardly any incidents. Please report any evidence to the Community Safety Unit.

c) West Kent Housing Association

West Kent Housing Association have reported detach work in Seal Recreation Ground and work sessions which have taken place. There have been 3 detach sessions in July and engaged in 25 people. August there were 7 detach sessions engaged in 15 people and had good conversations around quitting smoking and dangers and cost of it.

They have not seen a significant number of young people in Seal and have focussed more time in other areas.

d) Councillor Vacancy – Seal Ward

At present we have an opportunity to become a Parish Councillor and have two vacancies available. If you are interested in becoming a Parish Councillor, please contact the Clerk.

e) SVA Trustees

Would like to thank the Parish Council for the installation of the fencing and that it was to a good standard.

7 Planning

The Council agreed the Minutes of the Planning Committee meetings on 12th, 23 November 2020 and 14 December 2020. Mr Martin proposed and Mr Michaelides seconded and this was agreed unanimously.

The Council ratified the responses to planning application consultations submitted after these meetings. Mr Martin proposed and Mr Michaelides seconded and this was agreed unanimously. There

will be a short meeting of the Planning Committee after the Council Meeting for which an agenda will be circulated.

8 Accounts and cheques

Cheques signed in December 2020.

006028	RWE Rural Services	£300.00	Tree work
006029	Kent County Council		Pension Fund
006030	Clerks Salary		Salary
006031	Caretakers Salary		Salary
006032	Caretakers Salary		Salary
006033	Clerks Expenses	£53.39	Broadband and Zoom
006034	Inland Revenue		Deductions
006035	Clerks Expenses	£52.30	SLCC, Manual
006036	Cancelled Cheque	£100.00	Membership
006037	Mr R Crouch	£956.96	Fencing work
006038	Kent County Council	£131.58	Stationery and Cleaning Materials
006039	Sevenoaks District Council	£32.80	Refuse
006040	M J Clews	£144.00	Xmas Tree
006041	UK Power Networks (Operations) Limited	£1,689.60	Groundworks
006042	Richard Abel Landscapes	£474.00	Mowing
006043	SLCC	£238.00	Training
006044	Gel Creative	£255.00	New Website

Cheques signed in January 2021.

006045	Kent County Council		Pension Fund
006046	Inland Revenue		Deductions
006047	Caretaker Salary		Salary
006048	Clerk Salary		Salary
006049	Clerk Expenses	£53.39	Zoom Subscription and Broadband
006050	Sevenoaks District Council	£411.10	Refuse and Dog Bins
006051	Open Spaces Society	£45.00	Membership
006052	Starboard Systems Limited T/A Scribe	£416.40	Licence
006053	Spy Alarms Limited	£576.00	CCTV
006054	Kent County Council	£48.22	Cleaning materials
006055	K C Davies Limited	£45.00	Window Cleaner

9 Finance

The parish precept papers have already been circulated to the Councillors.

Mr Michaelides proposes that the Parish precept for 2021/22 is set at £73,030.00.

Mr Michaelides made an amendment to the Parish Precept for 2021/22 to be set at £74,480 due to the SDC notification on tax base 0.4% down and also for 0.4% precept. Therefore, no increase in Council tax share. Mr Michaelides proposed and Mr Bourne seconded and this was agreed unanimously.

RESOLVED: The clerk will inform SDC of the precept for 2021/22.

10 Clerks report

Clerk informed the Parish Council due to the training she had received on Agenda and Minutes any changes would be reflected in the minutes going forward.

The clerk also informed the Parish Council that she had spoken to Rebecca Morgan, Landscape Officer regarding the mowing in Zambra Way who informed her that the area used to be under a cultivation licence and that residents used to cut it. But no longer exists, which has now reverted back to KCC.

Highway Operations will be looking into the broken post on the verge by the green as this has been there for some time and will report back on whose responsibility it is to remove.

A resident asked whether the Parish Council could investigate a mirror to be placed near Back Lane, Blackhall Lane end, the Parish Council Councillors viewed the site before this meeting and noted that one was already in place.

Matters for Information Only

Please see website for further information on health advice, financial advice for residents and waste and recycling services and residents who are vulnerable <https://www.sevenoaks.gov.uk/info/20069142/>

KMCCG COVID-19 Vaccination

<https://www.kentandmedwayccg.nhs.uk/your-health/coronavirus/covid19vaccine>

KCC advice on Coronavirus updates

<https://www.kent.gov.uk/social-care-and-health/health/coronavirus>

Main source of advice for Coronavirus

www.gov.uk/coronavirus

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

<http://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.

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

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

Meeting closed at 9pm