

SEAL PARISH COUNCIL

Clerk to the Parish Council
Mrs Clare Boland

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Office hours: Monday, Tuesday, Thursday and Friday 9am-1pm

**Clerk's Office
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TN15 0RY**

You are hereby summoned to attend a virtual meeting of the SEAL PARISH COUNCIL which will be held on THURSDAY 14th May 2020 beginning at 7.30pm to transact the business shown on the agenda below.

There will follow 10 minutes Parishioner's question time

LEAD

- 1. Apologises**
- 2. Agree the minutes of the last meeting.**
- 3. Declaration of interest**

4. KCC Matters – Councillor Gough matters - updates if there are any

RG

- a) New and high priority outstanding issues for the PC for discussion**
Childsbridge Lane Railway Bridge
The proposal to move the village sign, enabling the 30mph speed signs to be moved
Narrow sign instigated from Geoff Binham to be placed on the Green near Church Street
- b) Ongoing highway matters**
15 gulleys on Childsbridge Lane
A25 Column
- c) Highway Schemes**
An update from Councillor Gough on Bank Lane
Update on the PC application for resurfacing.
- d) COVID-19**
Councillor Gough to update on any KCC contingency plans
- e) Copse Bank**
A condition of the Planning Permission for Trinity School made £10,000 available for maintenance of Copse Bank footpath which is need of attention. Councillor Gough will look into this.

5. Other Matters Requiring Discussion and Action

a) **Seal Recreation Ground Car Park - Height barrier, Bollards and Gates** JS

Awaiting update from Invicta and their solicitor to conclude the licence for operation of a walking bus with KCC.

The Clerk has obtained quotes for signage ranging from £1,025.30 -£2,205.00 and for line marking £950 - £1,628.75. The Council to propose the expenditure on signage and line marking. Details circulated to Councillors.

The application for Lawful Development Certificate for height barrier should be known by 23rd March. An update from Mr Bourne.

SDC have given permission to use the CIL money on replacement of the wooden fencing with polished cement bollards, concrete bollards to the entrance, replacement of the 3 rotten gates with 1 galvanized gate (for access to the playing fields /pavilion) and installation of a height barrier which can be opened at the entrance of the site.

Along the A25 at the recreation ground the fencing is deteriorating, Mr Penn and the clerk have looked at the site. A quote for full replacement had been obtained. It was agreed at the last meeting that the Clerk would ask Rob Crouch to quote for repairing the fence.

b) **Playground Equipment in Seal Recreation Ground**

The work organised to complete the artificial grass has been delayed due to the current situation with lockdown and COVID-19. Work should recommence on 4 May weather permitting.

c) **Dentist**

The Dentist has asked support from the Parish Council whether we would consider a 3 month rent holiday to support the business due to COVID-19.

d) **Air Ambulance**

The Parish Council have received a letter regarding a grant of £250 for the vital work in saving lives and treating patients with life-threatening injuries. 89% of their income comes from donations and funds raised by the people of Kent, Surrey and Sussex. The Council to propose £250 for their grant.

e) **Castle Water**

The Parish Council have received a letter to change our billing from monthly to six-monthly to help manage account and by reducing the administration. If we pay by DD then we will be invoiced monthly if not six months billing by cheque.

f) **Highway Improvement Plan**

To review the HIP from last year and to consider a new Highway Improvement Plan for this year. Current HIP circulated to Councillors

g) **Parish Bus Shelter Grant Application for the financial year 2020/21**

Kent County Council (KCC) runs a Parish Bus Stop Shelter Grant (PBSSG) scheme, through which financial assistance and support can be offered to Parish Councils to refurbish or replace existing bus shelters in a poor state of repair, or if the situation is appropriate, erect a new bus stop shelter. Details circulated to Councillors for discussion at this meeting, deadline date 21 August 2020.

h) St Lawrence Recreation Ground

The Parish Council have been approached by St Lawrence Recreation Ground Trust for support with maintenance costs during the COVID-19 outbreak and whether the Parish Council could consider supporting this during the lockdown period.

i) Support from the Parish Council to the community

A discussion on any areas of support that the Parish Council should be considering for the community.

6. Items for information only and updates if necessary**a) Community Asset**

Mr Spencer is dealing with the village hall application. No further update.

b) Verge Cutting and Wildflower

The parish council were due to give an information evening on 16 April at 7.30pm but due to COVID-19 this was cancelled, and a date will be rescheduled in due course.

In the November minutes the Council said that they would approve a budget of £286.49 and so far, the estimated figure on expenditure is £155.18. The Council to propose that we spend a budget of £286.49 for this project.

An application for Licence to cultivate the public highway has been completed and sent to KCC. Mr Tavare to update further.

c) 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.

d) Seal Parish Council Contact Details

Seal Parish Council has changed their email address, all future correspondence to be sent to sealparishc@outlook.com

e) Seal Spring Clean

Due to COVID-19 this is cancelled but rescheduled for 11-27th September. More details to follow.

f) Greensand Project – Bitchet Common

A walk organised at Bitchet Common open to the parish on 12th May, has been postponed until current COVID-19 restrictions are lifted

g) Annual Assembly

Due to the current situation with lockdown and COVID-19 the Annual Assembly has been cancelled for this year.

7. Planning

The Council should agree the Minutes of the Planning Committee meetings on 12th and 23rd March 2020 and 27th April 2020.

The Council should ratify the responses to planning application consultations submitted after these meetings, which have also been circulated.

Tarmac meeting on 23 March cancelled due to COVID-19.

8. Accounts and cheques**9. Parish Council Accounts 2019/2020**

The internal audited accounts have been circulated to Councillors before the meeting including the Section 1 Governance Statement and Account Statement.

Councillors need agree the following:-

i) Annual Governance Statement (Section 1)

- a. Consider the findings of the review
- b. Approve Annual Governance Statement

ii) Accounting Statement

- a. Consider the Accounting Statement
- b. Approve the Accounting Statement
- c. Ensure the Accounting statements are dated and signed.

Douglas William will continue to be our internal auditor for the Council

10 AOB

Matters for Information Only

All agendas and minutes to be available on website only during the lockdown period of COVID-19.

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/>

KCC advice on Coronavirus updates

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

Mrs Clare Boland 7th May 2020