

A virtual meeting of the Seal Parish Council was held on THURSDAY 11th March 2021 at 7.30pm

Present: Mrs Weston, Mr Bourne, Mr Michaelides, Mr Tavare, Mr Bulleid,
Mr Haslam, Mr Martin, Mr Brown and Councillor Gough

Also present: The Clerk

Parishioners Question Time:

Three parishioners attended the parish council meeting, one resident discussed Zion Street, there is still a problem with cars turning out of Zion Street and discussed whether clearer signage would help or a mirror to help with visibility. The access is used by many people young and old and the road is very narrow with no footpath and feels something should be done.

She also discussed Seal in general and said that the area was an attractive area with nice shops. She thought Zion Street is looking tired, there is a broken wall and builders' sand which has been left for some time by a gate near the flats above the shops and asked whether anything could be done to keep the area looking tidy and in consistent with being a Conservation area.

1 Apologies: Councillor Roddy Hogarth, Mr Penn and Mr Spencer

2 The minutes of the of the last meeting were agreed and signed. Proposed by Mr Michaelides and seconded by Mr Brown and this was agreed unanimously.

3 Declaration of Interest - None

4 Clerks report

Highway issues: Mill Lane verge; black and white verge markers have been installed. KCC advised us that the two bridges in Mill Lane require a replacement of small slab extension on both sides of Tumbling Bay West and on north side of Tumbling Bay East.

Park Lane Streetlight: groundworks and a new galvanised column with LED light has been installed and is working fine.

School Lane, Seal: It has been recommended for a bench to be placed on the green to enable residents to enjoy the outside area, especially during the pandemic to use the outside space. The Parish Clerk will organise some quotes.

Zambra Way: There are various posts which are rotten around the green at Zambra Way which could be replaced, and new posts placed near the parking bay. The Clerk will organise a quote for replacing and installing new posts.

Annual Parish Council Meeting: this was due to take place on 13th May and has now been brought forward to 6th May to be in line with the April Regulations to hold meetings remotely.

The Clerk's office: will be closed during the period of 12th-16th April and therefore please contact the Chairman if anything is urgent during this time. The Parish Council approved for the Clerk to carry forward 5 days of her holiday entitlement into May 2021 to 2022.

The Clerk was delighted to inform the Parish Council that she had completed and passed her ILCA qualification. She found the course interesting, and it has given her more confidence in her role as Clerk. The Chairman and Parish Councillors congratulated the clerk and said that they would support her with any other training and courses which will help her develop into her role.

5 KCC Matters – Councillor Gough matters

5.1 Ongoing highway matters to be progressed outside the meeting. Items are listed in the Appendix and verbal updates given in the Clerk's report if there are any.

Gulleys in Underriver House Road – one drain blocked; Following the road closure KCC organised for CCTV survey which was completed on 26 February the system was jetted to water course and running smoothly and all pipe free flowing. This is an ongoing issue to be cleansed when something arises. If there is a problem in the future, then please report on the KCC website.

Childsbridge Lane traffic counts, there are possible schemes for consultation for the Parish Council in hand.

Following on from the Clerks report on Mill Lane KCC will organise a site visit to see if we require installing barriers by the 12ft drop.

Councillor Gough reported last week that there is an annual pot-hole blitz which is reported every year this year £10m committed and for resurfacing plans as well.

5.2 New and priority highway matters for discussion

Speed Limit A25

Councillors Gough reported that a consultant has visited the site and once reviewed, feedback will be received soon.

5.3 Trinity/Weald Playing Fields

Partly within our Parish, Wilderness Residents Association are concerned about covenants on the land being proposed for new playing fields by KCC. The Parish Council regretted that have not been consulted to date by KCC Education and will do so when a planning application is made.

No further update.

ACTION: Councillor Gough

5.4 Seal Primary School

The Chairman reported we are still awaiting KCC Solicitor to get back to us on the walking bus licence and Councillor Gough would try and move this forward.

ACTION: Details of KCC Solicitor to forward to Councillor Gough

6 Other Matters Requiring Discussion and Action

6.1 Highway Improvement Plan

Councillor Gough is awaiting the final touches to the HIP. Once Mr Brown has finalised it and it has been reviewed by the Parish Councillors, the Parish Council will forward a copy for review.

ACTION: MB

6.2 Network Rail

The Parish Council finalised the letter to Network Rail regarding the footbridge in Childsbridge Lane or for widening the existing bridge, narrowing to one lane.

ACTION: Clerk

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

St Julians Road a meeting has been organised in April with Mrs Weston. Whitney Gwillim and Paul Leary have visited the site and may have some options.

6.4 Seal Pavilion

The Pavilion requires decorating and the clerk has received a quote from Martins Painting and Decorating and General Repairs quoting £3,785. Second Quote received from Daniel Barratt of £5,570. Mr Michaelides proposed we pay £3,785 and this was seconded by Mr Martin and agreed unanimously.

RESOLVED: The clerk will organise for the work to be done on the Pavilion.

6.5 Seal Recreation Ground/Bitchet Green

Bitchet Green playground is in need some maintenance work especially around the swings. Martins also quoted £150 plus paint. Second quote received, £295 from Daniel Barratt. Mr Michaelides proposed for Martins quote of £150 plus paints and this was seconded by Mr Martin and agreed unanimously.

RESOLVED: The clerk to organise for the maintenance work at Bitchet Green.

Seal Recreation Ground the shelter requires repainting and the roundabout by the play area. The Clerk received quotes of £450 plus paint of £120 approx and £640 from Daniel Barratt of which Mr Michaelides proposed for Martins quote of £450 plus paint and this was seconded by Mr Martin and agreed unanimously.

RESOLVED: The Clerk to organise for the maintenance in Seal Recreation Ground.

6.6 Noticeboards

Noticeboards require some maintenance too to keep them weatherproof. A quote from Martins received at £350.00. A second quote received of £480 from Daniel Barratt. Mr Michaelides proposed Martins quote of £350 and Mr Martin seconded, and this was agreed unanimously.

RESOLVED: The clerk to organise for the maintenance work to be completed.

6.7 Website Accessibility and Upgrade

Councillors to discuss the Privacy notice and Cookies Policy and to approve the new website. Mr Bourne updated the Council that there is still content to be placed ie speed section and reducing the header and colour scheme, which can all be relatively easily changed. The GDPR Cookies Policy was agreed and approved, along with the accessibility statement and the launch of the new website. Mr Brown proposed and this was seconded by Mr Bulleid and a majority vote was agreed.

6.8 Seal Parish Plan

Councillors to update the Seal Parish Plan for the Annual Assembly. Mrs Weston was looking for volunteers to go through the Parish Plan for this to be published on our website.

ACTION: FW with CT and MB

6.9 Seal Village Hall Committee

Mr Brown updated the Parish Council on committee members. Mr Brown is Chairman, along with Mr Tavaré and other committee members. If you require further information, please contact villagehallseal@gmail.com.

6.10 Bitchet Green

An update from Mr Bourne – No update.

6.11 Street Naming

Details circulated to Councillors, the council to decide on a road name for Foxbury Farm site for development in Stone Street. The Parish Council agreed to go with the developer's

choice of Foxbury Close. Mr Bourne proposed and Mr Brown seconded and this was agreed unanimously.

ACTION: The Clerk

6.12 Community Asset

An update if necessary, of The Bucks Head. Mr Bourne has prepared the application for the Bucks Head ready for submission to SDC.

ACTION: The Clerk

6.13 Climate Change

To discuss and consider climate change and the effects in our parish.

Mr Penn to update the Council on ideas. To be discussed at the next meeting due to absence.

ACTION: Mr Penn

6.14 Sevenoaks Volunteer Transport Group

At the last meeting, the Council proposed to pay £250 subject to change, on reviewing last years payment the Council donated £100 and therefore the Council to propose we donate the same as last year. Mr Michaelides proposed to pay £100 and Mrs Weston seconded and this was agreed unanimously.

RESOLVED: The Parish Council agreed and approved the grant of £100.

6.15 Air Ambulance

The Council to consider, as appropriate a grant towards the ongoing support Air Ambulance Kent Surrey Sussex provide for potentially lifesaving work. Last year the Parish Council donated £250 and Mr Michaelides propose we donate £250 and seconded by Mr Martin and agreed unanimously.

RESOLVED: The Parish Council agreed and approved the grant of £250

6.16 Affordable Housing

Rural Housing Protocol, event held 19th February, Mrs Weston attended the virtual meeting and there was a protocol for the County and when there is a need for affordable housing it would be well worth visiting again.

6.17 Road Safety Strategy for Kent 2020-2026

A 5-year road strategy for Kent circulated to Councillors, provide free workshops for Vision Zero Strategy. Mr Penn will update at the next meeting due to absence.

6.18 Rearranged Wildflower Talk

Having been cancelled last year due to COVID restrictions this will now take place on 28 April at 7.30pm via Zoom. This will be by invitation only so if any residents would like to attend please email the Parish Clerk to request an invitation. More information and hopefully a link to the talk will be available on the launch of the new Parish Website and in the March edition of the Advertiser. We have 12 people who would like to attend this event so far, please do contact Mr Tavare for more information.

ACTION: CT

6.19 Parish Council and Village Hall Surveys

The two surveys have been combined into one digital document. The Village Hall Committee has agreed to pay half the cost of printing and distributing a flier via the Advertiser, which comes to £90. The Parish Council agreed to pay £90 towards the cost of the combined flyer. Mr Bourne proposed expenditure of £90 and this was seconded by Mr Brown and agreed unanimously.

ACTION: CT

6.20 Publicise what the Parish Council does in the Advertiser

The Advertiser would be pleased to include articles on what our role is and what we achieve. Propose that each member of the council write a short piece on one of their areas of responsibility, with rota to be agreed. Mr Bourne would start with the new website, Mr Brown offered to write about the SVH and hopefully with more Parish Councillors volunteering on news of what our Parish Council are involved in.

6.21 Display Boards

Council to approve placing of SPC Wildflower Project display boards on Seal Recreation Ground. Mr Tavaré has worked on an A2 sheet board with information on wildflowers growing to be displayed around the area. Planning is not needed if it is less than 0.6 metre squared and temporary. All we need is permission from landowner. Talking to KCC Streetworks A4 is recommended by PlantLife on Childsbridge Lane a sign to remind them "Do not Cut" A smaller version on the recreation ground. This will be put up in the next couple of weeks to promote the project in Seal and around the village. Mr Bourne proposed and Mr Martin seconded and this was agreed unanimously.

7 Items for Information only

7.1 Seal Recreation Ground

Police continue to patrol the area for ASB. Please report any evidence to Community Safety Unit.

7.2 Councillor Vacancy

At present we have 2 vacancies in Seal and there will be an Election in May for a new Chairman to stand for the Parish Council, if you would like to become a parish councillor please contact the clerk who can give you details.

7.3 Annual Assembly

Our Annual Assembly will take place on 5th May 2021 remotely this year, if you require an invitation to join the meeting please do not hesitate to contact the Clerk. It is hoped there will be a link on the new website in time for the meeting which will be held on Zoom.

7.4 Census Day – 21 March 2021

Census Day is approaching for all householders, please visit their website for further information, support and guidance. Find out more www.census.gov.uk

8 Accounts and cheques

Cheques signed March 2021

006064	That Garden Company	£450.00	St Lawrence Grant
006065	Sevenoaks District Council	£40.80	Sacks and Refuse collection
006066	Action with Communities in Rural Kent	£80.00	Membership
006067	Kent County Council	£255.05	Cleaning and stationary materials
006068	Caretaker		Salary
006069	Clerk		Salary
006070	Inland Revenue		Deductions
006071	Kent County Council		Pension Fund
006072	Mr C Tavaré	£30.24	Wildflower display board
006073	Clerk expenses	£89.29	Zoom subscription, broadband and cleaning materials

006074	Clerk	£150.00	Petty Cash
006075	Seal C of E Primary School	£600.00	Grant for Forest Holiday Club

9 Planning

The Council agreed the minutes of the planning committee meeting on 22 February 2021. Mr Bulleid proposed and Mrs Weston seconded and this was agreed unanimously. The Council ratified the responses to planning application consultations submitted after this meeting. Mr Bulleid proposed and Mrs Weston 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.

Matters for Information Only

Due to an upgrade on our current website if you require copies of our Parish Council meetings or Planning meetings please do not hesitate to contact the clerk. If you would like to attend a Parish Council meeting or Planning meeting please email the clerk who is able to send you an invitation.

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 8.30pm

Appendix to Agenda – ongoing road items that need to be completed. The Clerk will keep an eye on progress directly with Kent County Council and this list updated for each meeting.

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

Gulleys in Underriver House Road – This has been completed any further problems please report on KCC Website.

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

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. KCC to organise a further date.

Zambra Way – broken posts left on verge.

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.

KCCs survey of two bridges on Mill Lane by Tumbling Bay, requires replacement of small slab extension on both sides of Tumbling Bay West and on north side of Tumbling Bay East.

Looking into double yellow lines on the corner of Zion Street and Church Road.

Flooding at Grove Lane and Park Lane from the pond. Emily Kinsella KCC Drainage works organised a CCTV survey on 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. Mr Tavare mentioned that there is a lot of surface water near the pond on the left-hand side of the road and following the recent snow the road was flooded again.

The problem therefore is not the pond itself but getting the water into the pond.

Copse Bank footpath – Completed to a good standard, Parish Council asked whether this could be considered annually for general maintenance.