

A meeting of the Seal Parish Council was held on Thursday 9th January 2020 in Seal Pavilion on Seal Recreation Ground at 7.30pm

Present

**Mrs F Weston
Mr A Michaelides
Mr C Tavaré
Mr C Haslam
Mr J Spencer
Mr T Martin
Mr Penn
Mr Bourne
Councillor J Thornton
Councillor R Gough**

Apologises: Mr T Bulleid, Mr M Brown, Councillor R Hogarth

Parishioner's question time - None

The minutes of the last meeting were agreed and signed.

Declarations of Interest - None

ACTION

KCC Matters – with Councillor Gough present

New and high priority outstanding issues for the PC for discussion

Childsbridge Lane Railway bridge – A proposal to move the village sign for Seal meaning a speed limit could be introduced needs a response from KCC.

VAS – a further speed survey is necessary. Mr Bourne said that if a bracket is put up the mobile SID can provide data for KCC.

Ongoing highway matters needing attention, not for discussion, just update when done

HGV sign going west from Seal to Otford

HGV signs on Pilgrims Way needed in both directions.

Repair of SID on Seal Hill

Gulleys on Childsbridge Lane – Emily Kinsella to meet Mr Haslam to discuss

Bridleway sign at One Tree Hill, Carters Hill, requires replacing.

Schools - progress with Seal PS and Trinity

A meeting took place with KCC, Parish Council and Go Coach bus company to discuss the risk assessment for buses to turn in/out and reverse on site. Mr Haslam reported that the safety was far from satisfactory and issues had not been properly dealt with. Mr Haslam would prepare a letter for the Parish Council to send to Mr Gough setting out the issues with regard to safety, speed limits, narrow footpaths and other traffic measures.

CH

KCC 5 year plan

A draft KCC budget to be voted on 4th February, for a 5 year plan.

There will be a 4% increase in Council Tax leading to a slightly increased budget but there is a pressure of 7% on the budget due to increased social care and special educational needs and disability. This will be met by additional grants and cost-cutting. There will be increased expenditure on visible amenity services such as community wardens, street scene and highway maintenance.

Sevenoaks Local Plan and Sevenoaks Quarry

Parish Council have a meeting scheduled on 20 January with Tarmac. Councillor Gough is in contact with Tarmac regarding the meeting in the Summer.

PC/Cllr Gough

Sevenoaks Town Council have a presentation from Tarmac on 13 January

which is also a public event.

Sevenoaks District Council proposing to update Town and Parish Council Forum on 21 January for the local plan and the delivery of Neighbourhood Plans going forward.

Bentleys Meadow

Maintenance works of Home Zone. Councillor Gough was happy to fund a little with the Parish Council help to weed and flower planters. No further update

Cllr Gough

Other Matters Requiring Discussion and Action

Highway Improvement Plan

This updated HIP plan requires some amendments and therefore Mr Haslam/Mr Brown to update for the next meeting to approve. Mr Bourne raised that Church Street mirror to be included on HIP. Amendments will be circulated by email to Parish Councillors prior to the the next meeting.

**CH/MB
Deadline 13th
Feb**

Seal Recreation Ground Car Park - Height barrier, Bollards and Gates

Due to the contractor stepping down, the second quote of £7.900, which was discussed at our September meeting was approved proposed by Mr Michaelides and seconded by Mr Spencer. This was agreed unanimously.

The Council approved the quote for the metal gate less than £1600 and this was proposed by Mr Michaelides and seconded by Mr Bourne. This was agreed unanimously.

The terms of conditions of car park a draft sign needs to be prepared and agreed at the next meeting

TM

The Council agreed that the licence for the walking bus needs to be put in place. Mr Spencer has chased Invicta Law and will chase again. Councillor Gough to be kept informed.

JS

There were views on whether the school were intending on using the walking bus, due to staff rotas and parent volunteers. It was decided for the licence to be prepared in case they decided to go ahead.

The school stopped parent parking in Zambra Way due to the expansion of the school building which is why they operated the walking bus 1) to see if it worked and 2) the safety of the children. Mr Martin and the Clerk to agree timings needed in operating this.

The Clerk has emailed SDC to see if they would reconsider whether we could use CIL money for securing the car park as we need to replace our rotten fencing with bollards to give disabled people access to the area more easily. We are still awaiting a response from them.

Seal Recreation Ground

At the last meeting a resident has asked whether the council would consider trimming the height of a sycamore tree and holly tree backing onto their property. SDC have given permission to reduce by 4 metres both trees. The Clerk to arrange for the work to be completed. Over the holidays part of the tree has fallen and therefore the Parish Council will see to the damage caused.

Clerk

We have had some graffiti in the area which has been reported and cleaned. Please be vigilant and report these issues.

Seal Parking Consultation

SDC have followed up to all residents and businesses explaining the outcome and will continue to monitor the parking situation.

Mobile SID and Speed Watch

The mobile SID has proven to be successful to the parish, Mr Bourne is delighted with the data that it is providing the Council with 15% of drivers speeding 40mph. 56,000 in two weeks were recorded, 250 cars speeding 50mph. In Stone Street cars recorded 50mph but generally the people are slowing down. Between 8am-9am 85% of drivers do 38mph. The data received from this can be forwarded onto the Police to enforce.

Mr Tavare is still awaiting the site in Seal to be authorised.

CT

At the School site the parish council could move the indicator round so it can face round to collect more data north and south and use the current pole, this could be an option

RB

Streetlights

Mr Michaelides updated the council to replace to LED individually.

Top Banana

Top Banana has asked whether the council would consider installing internet. The education department have asked for her to send documents electronically due to a change in system. The Council asked for the Clerk to obtain a quote for the village hall to have internet.

Clerk

Community Asset

Mr Spencer has forwarded a draft community nomination form and is waiting for an update from Seal Village Hall and we are awaiting further from the trustees for Seal Allotments.

JS

Seal Village Hall

Seal Village hall committee have spent £14,949 on refurbishing the hall and have asked for a grant from the Parish council to go towards the expenditure. Mr Michaelides will see what we have budgeted for.

AM

Zambra Way

Chestnut Tree needs crown lifting by 4m and lateral growth to shape and is urgent. Quotes from RWE received. This was discussed at the meeting whether to remove the tree or have it reduced and the parish council decided to reduce by 4 metres to give other trees shelter and to encourage growth.

Clerk

Seal Primary School and Recreation Car Park

Mr Martin emailed a map of the area which included the pedestrian walkway, 10mph signs and the location of Terms and Conditions notices and markings for proposed works for the clerk to obtain quotes.

Clerk

Playground Equipment in Seal Recreation Ground and Cricket Ground

At the last meeting it was decided for the clerk to obtain quotes for artificial grass around the tunnel in the playground area as the grass is worn. An additional quote was obtained but in order to receive a competitive quote, another quote is required.

Clerk

Verge Cutting and Wildflowers

Mr Tavare is keen to start work on the Recreation Ground and had prepared an estimate on cost for the initial set up of the Seal Parish Wildlife project and information boards which he considered he might need.

Parish Plan

This was agreed subject to a few final agreed drafting amendments as a result of the updated HIP. It can then be displayed and circulated. It was suggested to have a link on the Parish Council Website and to ask KYN to circulate it and Mr Haslam to link to facebook. Councillor Thornton suggested for opinions from the public, and for them to contact the clerk or attend the Annual Assembly in May and parish council meetings.

FW/Clerk

The parish council will encourage widening of footpaths to Trinity School, Ash Platt maintenance for footpath, widening for cycling path.

Town/Parish Council Forum 21 January

SDC will inform all clerks on the neighbourhood plans and Local Plan.

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.

Planning

The Planning replies to be ratified.

The Council should agree or amend the Minutes of the Planning Committee meetings on 14th and 25th November and 16th December, all of which have been circulated.

Agreed by Mr Bourne

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

A meeting has been arranged at the request of Tarmac on January 20th about the Sevenoaks quarry site. Mr Martin to ask for an agenda.

TM

A meeting is to be arranged with the Town Council about the Parish Council's representations on the treatment of the Tarmac site in the Sevenoaks Neighbourhood Plan. The clerk has contacted Sevenoaks Town Council and is waiting for response to arrange a meeting.

Accounts and Cheques

The clerk discussed the online banking system that she requires to send payments online. Her preferred choice would be NatWest/Bankline. She still uses cheques and would require a branch. However it was suggested to compare with other clerks their banking arrangements.

Cheques signed in December 2019

005838	Kent County Council	£181.14	Cleaning materials
005839	Sevenoaks District Council	£32.00	Refuse collection
005840	K C Davies Limited	£45.00	Window cleaning
005841	Richard Abel Landscapes	£994.87	Mowing
005842	Kent County Council	£11,464.98	Reissued cheque SID
005843	Open Spaces Society	£45.00	Annual subscription
005844	Amec Electrical Limited	£60.00	Electrical callout
005845	Cancelled cheque	£0.00	Cancelled
005846	Mrs C Boland		Salary
005847	Mrs C Farrow-Ward		Salary
005848	Inland Revenue		Deductions
005849	Kent County Council		Pension
005850	Mrs C Boland	£45.00	Gigaclear reimbursed

Cheques signed in January 2020

005851	Starboard Systems Limited	£416.40	Scribe Annual Licence
005852	SLCC	£168.00	Membership
005853	Sevenoaks District Council	£518.30	Dog Waste and Garden Sacks
005854	Treestyle UK Limited	£144.00	Tree work
005855	TD Geer Limited	£1,253.04	Water heater parts, replacing valves and leak, replace tap
005856	Mrs C Farrow-ward		Salary
005857	Kent County Council		Pension Fund
005858	Mrs C Boland		Salary
005859	Mrs C Boland	£45.00	Gigaclear reimbursement
005860	Inland Revenue		Deductions
005861	Mrs C Boland	£150.00	Petty Cash
005862	Cancelled cheque	£0.00	Cancelled cheque

AOB

Legal Encampments

The Clerk to organise a response before the 4 March

Clerk

Greensand Project – Bitchet Green

A date for a walk to be arranged by Mrs Weston for Parish Councillors will take place in the spring.

The Community Award

The Councillors have decided on the nominee from the parish for the Community Award 2020/21 AGM. Mr Tavare provided the clerk with details for her to forward this on for the deadline 31 January 2020.

**Clerk
Deadline 31st Jan**

Matters for Information Only

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 9.15pm