

MINUTES of a Meeting held virtually on Tuesday 10th November 2020 at 7.30pm

Due to HM Government's measures for Covid-19, the Parish Council met virtually via Zoom, a conferencing platform.

00. PUBLIC SESSION

Cllr. Bayley (Sevenoaks District Council) was invited to update members on any relevant information. Cllr. Bayley advised that, as with all councils, there was focus around Covid-19 and the latest restrictions & their impact on the community. In terms of finances, money for the Government is yet to be determined but it seemed very likely that there would be a £1million funding gap at SDC. Cllr. Bayley had had little contact from residents during Lockdown 2. It was noted that SDC would be contacting all clinically vulnerable people with an offer of limited services. Up to 2nd November, weekly Covid cases in the district had been 126 per week, below the national average but up on previous weeks.

Regarding planning, both Cllrs. Bayley and Brown had insisted that there must be a condition on any permission granted to the application for 155 London Road that access to parking spaces must be confirmed as legitimate prior to any work proceeding. This has been incorporated as a condition.

Cllr. Bayley did not yet have an update regarding the progress of the Judicial Review of the Local Plan.

01. PRESENT / APOLOGIES

Present: Cllrs. Lockey, Parker, Copeland, Hersey, Gomes-Chodyniewski, Lapham, Carrol

Apologies (accepted): Cllrs. England, Norton

In the absence of the Chairman, the Vice Chairman (Cllr. Lockey) chaired the meeting.

In attendance: Tracy Godden (Clerk), Cllr. Bayley (SDC), Cllr. Brown (SDC)

02. MINUTES OF THE COUNCIL

The minutes of the meeting held on Tuesday 13th October 2020 were approved as a true record.

Proposed – Cllr. Carrol, Seconded – Cllr. Gomes-Chodyniewski and Agreed.

03. DECLARATIONS OF INTEREST IN AGENDA ITEMS

None.

04. GENERAL ADMINISTRATION

4.1 Member Dispensations & Non-Pecuniary Interests: Requests for dispensations to be submitted to the Clerk for approval.

None.

4.2 .Training (Councillor and Staff)

The Clerk had attended (virtually) the following:

w/c 12/10/20 SLCC Virtual Annual Conference (sessions over 5 days)

03/11/20 SLCC Webinar Creating accessible Excel documents*

04/11/20 SDC Planning Webinar – Changes to the Development Management Process**

The Clerk is scheduled to attend (virtually) the following:

11/11/20 SLCC Webinar Charitable Trusts (Part 1)

17/11/20 SLCC Webinar Creating accessible Word & PDF documents

18/11/20 SLCC Webinar Charitable Trusts (Part 2)

ACTION: CLERK

* It was noted that there is work to be done to make documents published on the website properly accessible. This, at the very least, would require use of a minimum font size of 12 and work to create excel documents that can be read by a screen reader.

** The SDC planning training had been of great interest and a good deal of concern. The relaxation of what is now permitted without a full planning application could have some serious repercussions, not least in the provision of parking in association with properties changing from a commercial to a residential use; parking provision is not a criterion against which a Planning Authority can judge a change of use application, even if it potentially has significant adverse impacts. The Clerk will forward the presentation slides for this training to members as soon as it is received.

ACTION: CLERK

05. DGPC REPRESENTATIVES – EXTERNAL BODIES

5.1 Feedback from any meetings attended by DGPC's representatives on external bodies

Cllr. Copeland confirmed that he had attended a meeting of the Trustees of the Education in Full fund.

5.2 Meetings due to be attended

No dates yet confirmed.

06. DONATIONS 2020/21

6.1 To ratify an additional donation to Lockdown Larder for October Half Term (Free School Meals cover)

The national coverage regarding lack of free school meals to eligible children over the October half term had gathered momentum after the October meeting and the Sevenoaks Lockdown Larder had temporarily resurrected itself to provide £15 shopping bags to help families cope over the half term period. Members had agreed that a contribution of £150 should be made; the decision was taken swiftly, and the donation made promptly so that it could have the desired positive impact for half term. It was Proposed – Cllr. Carrol, Seconded – Cllr. Lapham and Agreed that this decision be ratified.

It was noted that the team behind Lockdown Larder will be launching a Sevenoaks Community Larder from January, a new food sharing/support venture. As and when information becomes available the Clerk will ensure that the Parish Council's social media outlets are updated.

ACTION: CLERK

6.2 Donnington Hall Heating System

Cllr. Hersey confirmed that the Donnington Hall Management Committee was still somewhat in limbo as David Field was still waiting to hear back from the insurers. The Clerk confirmed that there were Community Infrastructure Levy (CIL) Funds that could be utilised (subject to SDC confirming that this was deemed to be an appropriate use of CIL monies). However, the Clerk advised members that until such time as Donnington Hall had confirmed whether the insurer accepted liability it would not be appropriate for the Parish Council to confirm a value of funds. Nonetheless, it was agreed that in principle the Parish Council should offer some financial assistance to this village asset but there would need to be conditions set for this. It was agreed that this should be discussed again at the December meeting

when the insurance position should be clear, and the Clerk would be able to advise with regard to an appropriate level of funding.

ACTION: DHMC

ACTION: CLERK

07. COVID-19

7.1 To note any updates to procedures and regulations affecting DGPC assets

Lockdown 2 measures had come into place with effect from November 5th and were anticipated to last until 2nd December. The Pavilion has been closed, as has the car park and the tennis court locked (tennis being identified as a sport that cannot be played during lockdown). The Clerk had spoken with the Parish Council's insurers who had agreed that all measures put in place to protect the Parish Council's assets would be very much welcomed. The Clerk is working predominantly from home, in line with Government advice to do so, where possible. The Clerk would only return to the office during the lockdown period to facilitate annual building maintenance visits which have been scheduled.

The Clerk advised that West Kent Housing had been in contact regarding the 8-12s group and a request that they continue to be allowed to use the pavilion as they provide a support session. The Clerk had sought advice from the Parish Council's insurers who had indicated that if a hirer was to be permitted access to the building again that this would require cleaning to be reintroduced and all steps to ensure that the building is Covid safe. The Clerk advised that at least one other venue had already indicated that it would not be available until the new year and that another was being used by the 8-12s because it is a youth centre which is also being used to provide a pre-school, so it is staying open as it did pre-Lockdown. It was Proposed – Cllr. Lockey, Seconded – Cllr. Gomes-Chodynietki and Agreed that the response should be that the building is completely closed to all hirers but that this can be reviewed at the December meeting. **ACTION: CLERK**

If Lockdown 2 ends on 2nd December as anticipated the pavilion will re-open to existing hirers who are able to use make use of the building up to Christmas (and in line with all Government advice). The situation can also be reviewed if there are any further periods of lockdown enforced.

08. CLERK'S REPORT To receive the Clerk's report

Nothing to report not already covered under agenda items.

09. COMMUNITY DEVELOPMENT & SAFETY

9.1 Anti-Social Behaviour – to note any issues

It was noted that there had been a marked increase in littering again at the recreation ground, despite the provision of lots of bins and weekly litter picking. There have also been reports of an increase in flagrant drug use and verbal abuse (use of inappropriate language by a minority when families have been trying to make use of the facilities). All of this has been reported to the PCSOs and the Community Safety Unit (CSU) and it was welcome that Dunton Green would now be reinstated as a key place to visit across the district on the back of this activity.

It was also noted that there had been attempted car/van thefts at The Sidings which had allegedly resulted in apprehensions although none of this had been reported via the e-watch newsletter. It was unclear what the criteria are for crimes being picked up and reported via this newsletter. The Clerk would try to obtain some information about that.

ACTION: CLERK

10. FINANCE

10.1 Bank Reconciliation

A bank reconciliation to 31st October 2020 was presented by the Clerk and it was Proposed – Cllr. Lockey, Seconded – Cllr. Carrol and Agreed that it be accepted. The Clerk would ask that the Chairman verify all the bank balances stated

on the reconciliations against the bank / investment statements when it was safe and appropriate to do so at the office.

ACTION: CLERK

ACTION: FE

BANK RECONCILIATION TO END 31/10/2020

Description	Value £	Value £
Cash in hand 01/04/2020		£120,615.58
ADD Receipts 01/04/2020 – 31/10/2020		£168,016.07
TOTAL		£288,631.65
SUBTRACT		
Payments 01/04/2020 – 31/10/2020		£98,392.54
A: Cash in hand 31/10/2020		£190,239.11
Cash in hand per Bank Statements		
Reserve 31/10/2020	£102,866.81	
Current 31/10/2020	£7,187.14	
CCLA Public Sector Deposit Fund 31/08/2020	£40,185.16	
CCLA Local Authorities Property Fund 31/03/2020	£40,000.00	
TOTAL CASH IN HAND per Bank Statements		£190,239.11
Less unrepresented cheques		£0.00
TOTAL		£190,239.11
Plus unrepresented receipts		£0.00
B: Adjusted Bank Balance		£190,239.11

10.2 Budget setting process: to include Year To Date Analysis (Apr-Sep inclusive) 2020-21 & first draft Budget recommendations for 2021-22

The Clerk had provided members with details of the year to date spend and income to date in the 2020-21 financial year and explained in more detail from where some of the differences against expected progress had developed. Overall, the Parish Council's finances are in reasonable shape, given the current Covid-19 issues. This information would give some perspective to members of suggestions within the first draft budget that had been provided for them as a starting point. It was agreed that members would take a couple of weeks to review the information, ask questions of the Clerk and provide feedback about potential projects for 2021-22 and beyond, with a view to the budget being discussed in more detail at the December meeting.

ACTION: ALL

The Clerk would also provide Precept related information for the meeting (revised Tax Base figures should be available in the first week of December to help inform discussions).

ACTION: CLERK

11. ACCOUNTS FOR PAYMENT

11.1 List of payments for approval

It was Proposed – Cllr. Lockey, Seconded – Cllr. Carrol and Agreed to approve/ratify for payment a list of cheques, bank transfers, debit card payments and direct debits (with supporting documentation) as detailed below.

Payment Type	Description	Net £	VAT £	Gross £
October Payments (reported at October meeting in <i>italics</i>)				
BANK TFR	<i>The Play Inspection Company Ltd Operational Inspection (Aug 2020)</i>	52.50	10.50	63.00
BANK TFR	<i>Bishops Services Ltd (Bibby Factors Northwest Ltd)</i>	697.12	139.42	836.54

	<i>Pavilion cleaning Sept 2020</i>			
BANK TFR	<i>Gardens of England Grounds Maintenance September 2020</i>	<i>4299.00</i>	<i>0.00</i>	<i>4299.00</i>
DEBIT CARD	<i>Adobe Systems Software Adobe Acrobat subscription</i>	<i>12.64</i>	<i>0.00</i>	<i>12.64</i>
BANK TFR	<i>KCC Photocopier leasing</i>	<i>163.65</i>	<i>32.73</i>	<i>196.38</i>
BANK TFR	<i>Stellar Building & Maintenance Ltd Installation of defibrillator and noticeboard at Ryewood</i>	<i>530.00</i>	<i>106.00</i>	<i>636.00</i>
DD	<i>British Gas Pavilion Gas September 2020</i>	<i>55.90</i>	<i>2.79</i>	<i>58.69</i>
DD	<i>E.On (Pavilion Electricity)</i>	<i>397.46</i>	<i>79.49</i>	<i>476.95</i>
DD	<i>Virgin Mobile Phone contract</i>	<i>7.00</i>	<i>1.40</i>	<i>8.40</i>
DD	<i>Shred Station Confidential Waste Collection September 2020</i>	<i>31.00</i>	<i>6.20</i>	<i>37.20</i>
BANK TFR	<i>SDC Pest control (treatment for wasp nest)</i>	<i>68.00</i>	<i>13.60</i>	<i>81.60</i>
DD	<i>E.On (Unmetered Supply) August 2020</i>	<i>78.22</i>	<i>3.91</i>	<i>82.13</i>
BANK TFR	<i>Staff Salaries & Expenses October 2020</i>	<i>2404.13</i>	<i>0.00</i>	<i>2404.13</i>
DD	<i>SAGE UK Ltd Payroll software</i>	<i>7.00</i>	<i>1.40</i>	<i>8.40</i>
DD	<i>B&CE HSM Ltd (The People's Pension)</i>	<i>294.28</i>	<i>0.00</i>	<i>294.28</i>
DD	<i>EE Mobile phone contract</i>	<i>8.17</i>	<i>1.63</i>	<i>9.80</i>
DEBIT CARD	<i>Amazon Office supplies</i>	<i>18.58</i>	<i>3.72</i>	<i>22.30</i>
BANK TFR	<i>SPY Alarms CCTV Annual Maintenance</i>	<i>200.00</i>	<i>40.00</i>	<i>240.00</i>
BANK TFR	<i>SPY Alarms Fire Alarm Annual Maintenance</i>	<i>415.00</i>	<i>83.00</i>	<i>498.00</i>
BANK TFR	<i>SPY Alarms Intruder Alarm Annual Maintenance</i>	<i>767.00</i>	<i>153.40</i>	<i>920.40</i>
BANK TFR	<i>TWFP Ltd Fire Extinguisher Annual Maintenance</i>	<i>345.05</i>	<i>69.01</i>	<i>414.06</i>
DEBIT CARD	<i>Amazon Textbook</i>	<i>17.99</i>	<i>0.00</i>	<i>17.99</i>
BANK TFR	<i>Cube Plumbing & Heating Ltd Boiler control replacement (supply & install)</i>	<i>859.30</i>	<i>171.86</i>	<i>1031.16</i>
BANK TFR	<i>Newlands Nursery Supply of 11 trees</i>	<i>533.33</i>	<i>106.67</i>	<i>640.00</i>
BANK TFR	<i>Kent Community Domestic Abuse Programme Donation as agreed at October 2020 meeting</i>	<i>100.00</i>	<i>0.00</i>	<i>100.00</i>
BANK TFR	<i>Sevenoaks Volunteer Transport Group Donation as agreed at October 2020 meeting</i>	<i>150.00</i>	<i>0.00</i>	<i>150.00</i>
BANK TFR	<i>Kent, Surrey & Sussex Air Ambulance Trust Donation as agreed at October 2020 meeting</i>	<i>150.00</i>	<i>0.00</i>	<i>150.00</i>
BANK TFR	<i>Dunton Green Primary School PTA Donation as agreed at October 2020 meeting</i>	<i>150.00</i>	<i>0.00</i>	<i>150.00</i>
BANK TFR	<i>Holding On Letting Go Donation as agreed at October 2020 meeting</i>	<i>100.00</i>	<i>0.00</i>	<i>100.00</i>
BANK TFR	<i>Sevenoaks Community First Responders Donation as agreed at October 2020 meeting</i>	<i>50.00</i>	<i>0.00</i>	<i>50.00</i>
BANK TFR	<i>Age UK Sevenoaks Donation as agreed at October 2020 meeting</i>	<i>1000.00</i>	<i>0.00</i>	<i>1000.00</i>
BANK TFR	<i>Gardens of England</i>	<i>2332.00</i>	<i>0.00</i>	<i>2332.00</i>

	Grounds Maintenance October 2020			
BANK TFR	Citizens Advice North & West Kent Donation as agreed at October 2020 meeting	50.00	0.00	50.00
BANK TFR	Royal British Legion Poppy Appeal Donation as agreed at October 2020 meeting (£50 DGPC donation and £18.50 - Scouts' wreath)	68.50	0.00	68.50
BANK TFR	Sevenoaks Lockdown Larder Donation	150.00	0.00	150.00
DEBIT CARD	Victim Support Donation as agreed at October 2020 meeting	100.00	0.00	100.00
DEBIT CARD	TWells & District Samaritans Donation as agreed at October 2020 meeting	100.00	0.00	100.00
DEBIT CARD	West Mediation Donation as agreed at October 2020 meeting	50.00	0.00	50.00
DEBIT CARD	Relate Donation as agreed at October 2020 meeting	50.00	0.00	50.00
DEBIT CARD	MacMillan Cancer Support Donation as agreed at October 2020 meeting	100.00	0.00	100.00
DD	Onecom Ltd Broadband & Telephone	65.71	13.14	78.85
November Payments to date				
BANK TFR	Getting-IT-Working IT Support October 2020	150.00	0.00	150.00
BANK TFR	Carrington Electrical Call out re MUGA lighting (and temp fix)	180.00	36.00	216.00
BANK TFR	Staff Salaries & Expenses November 2020	2325.47	0.00	2325.47
November Payments (expected but unconfirmed as at 10/11/20)				
DEBIT CARD	Adobe Systems Software Adobe Acrobat subscription	12.64	0.00	12.64
DD	Virgin Mobile Phone contract	7.00	1.40	8.40
DD	SAGE UK Ltd Payroll software	7.00	1.40	8.40
DD	B&CE HSM Ltd (The People's Pension)	288.85	0.00	288.85
BANK TFR	Castle Water Pavilion Water/Waste Water 2015-2020 inclusive	1349.24	0.00	1349.24
DD	E.On (Unmetered Supply) October 2020	80.83	4.04	84.87
DD	British Gas Pavilion Gas October 2020	153.01	7.65	160.66
DD	E.On (Pavilion Electricity) October 2020	417.08	83.42	500.65
DD	EE Mobile phone contract			
DD	Onecom Ltd Broadband & Telephone			
DD	Shred Station Confidential Waste Collection October 2020			

ACTION: CLERK

12. PLANNING

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

12.1a Planning Application 20/02948/HOUSE

Location: 20 Station Road

Development: Proposed demolition existing conservatory; proposed ground floor side extension with rooflight; proposed dormer at rear and new rooflight at front

Recommendation: Support Proposed – Cllr. Lapham, Seconded – Cllr. Gomes-Chodyniewski and Agreed

ACTION: CLERK

12.2 PLANNING NOTIFICATIONS It was resolved to note the decisions from SDC or the Planning Inspectorate.

12.2a Planning Application 20/01699/HOUSE

Location: 36 London Road

Development: Demolition of existing single store rear extension with erection of two storey rear extension and alterations to fenestration.

GRANT OF PLANNING APPLICATION: Subject to conditions

12.2b Planning Application 20/02805/MMA

Location: 30 Kingswood Road

Development: Minor material amendment to 19/0221/HOUSE

INFORMATION: Deadline for comment 05/11/20: no comment submitted

12.2c Planning Application 20/02548/HOUSE

Location: 75 Lennard Road

Development: Replacement of roof and frames of existing conservatory

GRANT OF PLANNING APPLICATION: Subject to conditions

12.2d Planning Application 20/02219/FUL

Location: Land South of 25 Hillfield Road

Development: Erection of a new dwelling with cycle shed and associated landscaping.

GRANT OF PLANNING APPLICATION: Subject to conditions

12.2e Planning Application 20/02335/FUL

Location: 155 London Road

Development: The erection of a single storey rear extension, roof extension with juliette balcony and conversion of the house into two, one bedroom self-contained flats. A new front door in the London Road facade. Two parking spaces at the rear.

GRANT OF PLANNING APPLICATION: Subject to conditions

13. INFRASTRUCTURE IMPROVEMENT & COMMUNITY ASPIRATIONS

13.1 To consider information & updates, if applicable/available, and to agree actions where necessary

It was noted that Cllr. Copeland had sent the Clerk a couple of updates on works completed. It was agreed that the document should be monitored [**ACTION: ALL**] and, where possible, that items suggested by residents should be added [**ACTION: CLERK**]. The Clerk would update the document and look to get it set up in a format that would make it accessible on the website. **ACTION: CLERK**

14. RECREATIONAL FACILITIES AND COMMUNITY AMENITIES

14.1 Grounds Maintenance

The Clerk indicated that she had received a quote from the Parish Council's grounds maintenance team in relation to a number of KCC sites predominantly along London Road that DGPC might potentially be able to take on, to further improve the look of the village (at the Clerk's request). It was acknowledged that whilst KCC might be prepared to offer some financial help here, it would realistically not be anywhere near the amount that would be needed to bring these areas up to the standard of the Parish Council's assets. It was also not clear whether KCC would be prepared to handover sites piecemeal; it seemed more likely that they would want DGPC to take on all sites that it has responsibility for in Dunton Green. The Clerk was asked to get more information from KCC so that this might be factored into the budgetary process. It was also agreed that some research should be undertaken into the feasibility

of making some verges wildflower havens (although it was acknowledged that wildflower meadows required more maintenance than many people initially anticipate).

ACTION: CLERK

14.2 Projects - Updates regarding:

14.2a Installation of gate/barrier at Longford Meadow

Still no progress on this. Clerk to chase again (with a view to asking alternative contractors).

ACTION: CLERK

14.2b Longford Meadow Climbing rocks project

The Clerk had visited site with the Koolplay representative. There would be a need to assess the site to establish exactly where the rocks could be located, and it was anticipated that this initial assessment could be completed before the end of the year. The Clerk would forward details of the dimensions of the Rox combination that members had selected.

ACTION: CLERK

14.2c Recreation Ground equipment upgrade (zipwire/climbing net/play goal): to consider options

Deferred to a future meeting when all the information could be pulled together.

ACTION: CLERK

14.2d Maintenance/repair work – update if available

An instruction had been given to look at repair work in regard to the grass mats under the circle seat swing.

ACTION: CLERK

14.2e Tree Planting

It was noted that the Christmas Tree on the village green and the 10 trees for The Crescent would be planted before the end of November. The Clerk would forward details of the species that had been selected for The Crescent.

ACTION: CLERK

14.3 Pavilion

It was noted that all cleaning had been stopped following closure of the pavilion for Lockdown 2. This would be reinstated ahead of re-opening to ensure that the building is Covid safe. The building is being regularly checked to ensure that it remains in a good state. **[ACTION: AC / FE]** The Clerk will be working predominantly from home but will attend site to manage annual maintenance visits in association with the Pavilion. **ACTION: CLERK**

14.4 Floodlights

There had been some issues with the floodlights not working. A temporary fix had been introduced whereby the lights come on at dusk and go off at 10.30pm. There were options in regard to the longer term: keep this style set up (reinstating an astrological timer) or move to a push button system. It was Proposed – Cllr. Gomes-Chodyniewski, Seconded – Cllr. Lapham and Agreed that Option 1 (lights coming on and staying on) be installed at a cost of £180 plus VAT.

ACTION: CLERK

It was noted that the Clerk had emailed the farmer regarding the land adjacent to Longford Meadow to highlight that the ditches are full of water and that DGPC considers them to be dangerous. The land is privately owned and all that the Parish Council can ultimately do is raise the concerns with the farmer. It was acknowledged that the ditches had been introduced as a quick and effective way of deterring trespassers who had been involved with ASB at Chipstead Lake at the beginning of lockdown in the summer but it was felt that they should be replaced with fencing or something less hazardous.

15. HIGHWAYS & TRANSPORTATION

15.1 A25 and A224 Diversion Route Group

It was noted that there is to be a second meeting of the A25 and A224 Diversion Route Group at 5pm on 12/11/20. The Clerk would attend for DGPC and would report back at the December meeting. Cllr. Lapham unfortunately would not be able to attend.

ACTION: CLERK

The Clerk had forwarded information to members regarding a 20s Plenty campaign for Westerham where there is a proposal to introduce a 20mph zone on the A25. This will be something to monitor; Dunton Green has always been refused any attempts to get a 20mph zone on London Road in the vicinity of the school. If the zone can be introduced on the A25 a precedent will be set and it may be possible to progress matters in Dunton Green.

16. ALLOTMENTS

Cllr. Hersey advised that Social Club has sprung into action and there is clearing, measuring and marking out going on. Having discussed matters with the Social Club, Cllr. Hersey has suggested that they contact the Clerk so that information about plot availability can be shared.

17. COMMUNICATION

17.1 Newsletter

The Clerk informed members that the Winter edition of Dunton Green News was a work in progress. **[ACTION: CLERK]** Any additional articles or photographs would be very welcome (the Clerk thanked Cllr. Lapham for the two articles he had submitted). There was some discussion around potential themes for future editions, around the history of the village. **[ACTION: ALL]** All members confirmed that they would be willing to deliver newsletters in early December when they should be ready. **[ACTION: ALL]**

18. EVENTS

18.1 Christmas 2020 – lighting options

The Clerk had provided members with details of potential lighting schemes for the Pavilion and the village green but these were now ruled out on the grounds that there was no longer enough time to make the necessary arrangements and the overall cost (and lack of a quote for installation costs).

There would be no cut tree this year, but a rooted tree would be planted on the village green in November. It would be no more than 5 feet tall. The Clerk had liaised with the Vice Chairman and steps were being taken to get a price to construct something to ideally go over/surround the new tree on which the lights could be attached. **[ACTION: PL]** This would serve a purpose for this year and possibly next, whilst the tree starts to grow and would allow for some proper planning for more effective Christmas illuminations in the future.

Cllr. Lockey thanked Cllrs. Lapham and Parker for coming along to the war memorial on Remembrance Sunday. No service had taken place, but wreaths were laid on behalf the Parish Council and the Scouts. A few members of the public visited the war memorial to pay their respects.

19. CORRESPONDENCE

The items of correspondence below were NOTED by the Parish Council:

19.1 Email from interested party: 136 London Road application [Information]

19.2 Email from KALC Sevenoaks Area Committee – Letter from Secretary of State for Housing, Communities & Local Government on Local Government Reform & Joint Working [Information]

19.3 Email SDC – CIL Spending Board dates [Information]

19.4 Email Resident – Bollards on The Crescent [Information]

19.5 Email SDC – CSP Newsletter [Information]

19.6 Email Resident – Cycle Accident I Rye Lane [Information/Action Taken]

19.7 Email Resident – Cycling issues on DG roads [Information/Action]

The item of correspondence below was discussed at greater length:

19.8 Email Dandara – Land off Mill Road [Decision]

An email had been received from Mr Matthew Witney (on behalf of Dandara) regarding a proposal to use Parish Council land (combined with other land) and/or the involvement of the Parish Council in a joint venture involving a possible residential development.

Members agreed that the Clerk should inform Mr Witney that the initial response from the Parish Council is that it is not DGPC's policy to sell off its land to third parties and it would be similarly unwilling for its land to be used for development purposes.

[ACTION: CLERK]

[Cllr. Lockey did not participate in the discussion as Mr Witney is a neighbour].

The additional items of correspondence below were NOTED by the Parish Council:

Local Councils Update - November 2020

CPRE - Kent Voice Autumn-Winter 2020-21

Clerks and Councils Direct - November 2020

NSALG - Allotment & Leisure Gardner Issue 4 2020

Letters/emails of thanks from Sevenoaks Volunteer Transport Group, West Kent Mediation, AgeUK, Holding On Letting Go, Dunton Green PS PTA, Victim Support, KSS Air Ambulance Trust

20. DATE OF NEXT MEETING

Scheduled: December 8th, 2020 (7.30pm). It was agreed that this meeting will be held virtually

21. PUBLIC SESSION

None.

The meeting closed at 9.28pm.