

**MINUTES of the Annual Parish Meeting held at Dunton Green Pavilion
on Wednesday 27th March 2019 at 7.00pm**

1. Chairman's Opening Remarks

The Chairman welcomed everyone to Dunton Green's Annual Parish Meeting, confirming that there is a legal requirement for an Annual Parish Meeting and one has been held in Dunton Green for a great many years.

With representatives of the Parish Council, the County Council, the Police, the School and Sevenoaks District Council being present and with hard copies of various reports having been made available to attendees, the formal meeting element of the evening would be kept short. The Chairman thanked the PCSOs for arranging for the North West Kent Crime Prevention Panel to come along to the meeting and thanked other representatives of volunteer groups for taking the time to come to the APM.

Members of the public were encouraged to ask only general questions as the formal meeting progressed and to hold questions of a more specific nature to the Parish Reception. This would follow immediately after the APM and there would be ample opportunity to talk directly with all the representatives.

2. Present

Freda England (Chairman of Dunton Green Parish Council & of the APM), PCSO Amy Hardy (Kent Police), PCSO Sue Harwood (Kent Police), PCSO Joe Cain (Kent Police), Sarah Brown (Chairman of the Governing Body Dunton Green Primary School), Mrs Jemma White (Teacher Dunton Green Primary School), Sue Larken (Age UK), Kelly Webb (Community Safety Manager Sevenoaks District Council), Sarah Tickner (Community Development Worker (Dunton Green) Sevenoaks District Council), Vickie Smith (Graduate Trainee Communities Officer Sevenoaks District Council), three Volunteers from the North West Kent Crime Prevention Panel, two Volunteers from the Kent Surrey & Sussex Air Ambulance Trust, Tracy Godden (Clerk to the Parish Council) and 22 members of the Public (including four Parish Councillors)

Apologies for Absence

Sevenoaks District Councillor Kim Bayley (Member for Dunton Green and Riverhead)

3. Minutes of 2018 Annual Parish Meeting

The minutes of the March 2018 Annual Parish Meeting were approved. Proposed - Mr. Fox, Seconded - Mrs. Gomes-Chodynietcki and Agreed.

4. Matters Arising

None.

5. Annual Report of the Parish Council

The Chairman advised that this year there had been no changes to the membership of Parish Council and that the Council continues to have 3 vacancies. Cllr Mrs. England confirmed that there is an election in May and suggested that any interested parties contact the Clerk, see details on the DGPC website or approach her or any other councillors at the Parish Reception if there were any questions about what is involved. It was noted that the deadline for nominations for election, which have to be submitted to Sevenoaks District Council, is 4pm on Wednesday 3rd April.

The Chairman continued by informing everyone that over the past year DGPC has improved its presence on the internet and social media, regularly updating the website which also allows parishioners and others to receive updates on news and events every

week. It was noted that Cllr. Anthony Carrol provides regular updates in the community news section of the Sevenoaks Chronicle and that the Parish Council appreciates the support of others in the village who now pass on information to the Dunton Green Chitter Chatter and the Ryewood residents' Facebook pages. The Parish Council has improved and increased the content of the quarterly Dunton Green News and this is hand delivered to every household in the village thanks to Parish Councillors and a willing band of volunteers scattered through the village.

The Chairman then went on to advise that one of the issues that the Parish Council deals with that provokes the most reaction is planning applications. This time last year DGPC was awaiting SDC's planning department's decision on a proposal by Berkeley Homes to build an additional 35 flats on the Ryewood estate and those are now in construction. The Chairman went on to state that this year has been far more challenging, with SDC having to produce a Local Plan to provide 14,000 new homes in the district and that currently a proposal for 250 Berkeley Homes houses (accessed via the Rose Garden) have not been included. The old Chaucer's site has been included though, as well as an additional 300 homes (on top of the 450 already with planning permission) at Fort Halstead. It will be much later this year that the Planning Inspectorate reaches its conclusions about the Local Plan. The Chairman advised that all these developments will impact the village and the Parish Council will always object to any development in Green Belt.

Cllr Mrs. England then informed those present that reorganisation of the PCSOs means that there are now two serving Dunton Green - Amy Hardy and Sue Harwood. Of interest is that with the installation of CCTV at the recreation ground and an ANPR camera at the Pavilion car park, several incidents of anti-social behaviour and crimes have been dealt with, and DGPC work with the police whenever possible.

Speeding throughout the village continues and the Parish Council is still seeking volunteers to run a much need Speedwatch group in Dunton Green. DGPC is currently working with KCC to improve road conditions throughout the village and all the white lines and zebra crossing have been repainted in the past month. The Parish Council is planning to install improved beacons at all 3 crossings. Additionally, the Parish Council is in the process of converting all its streetlights to LED. DGPC also regularly updates KCC about potholes that need repairing, out of order lamp posts and public footpath problems.

The Pavilion is now 4 years old and is providing facilities for an ever-increasing range of activities. There is now a dedicated bookings manager who deals with all aspects of events and makes sure that the building and recreation grounds are kept up to a high standard. The Parish Council has also continued helping to keep the village clean and tidy with regular litter picks where the number of volunteers has gradually risen, and the bulk freighter collections 4 times a year to cope with demand.

As usual DGPC has run and helped fund village events. The annual fireworks, Christmas carols, village and family fun day were all blessed with good weather this year. With the support of our Community Development workers there will be a large community fun day on June 29th, with lots of stalls and activities for all ages

The Parish Council's work and support of charitable organisations, such as AgeUK and Faithworks, means we now have thriving activities for all age ranges. The Pop In Café got off to a flying start with a visit from SDC's Chairman and the Deputy Lord Lieutenant of Kent who helped celebrate Prince Charles's 70th birthday. The Chairman confirmed that a new Friday Youth Club has started, and that there are more sporting participants doing football, netball and street dance than ever before. Hirers also provide a full range of

activities from Taekwondo, and Pilates to boot camps.

Going forward the Parish Council wants to make Dunton Green greener. A new grounds maintenance contractor has been appointed and over the next few months there will be remedial work to the village green which has suffered during all the roadworks we endured this year. There will also be improvements to Longford Meadow. The Parish Council is also working with several organisations to make Price's Wood a community asset for all to enjoy.

Last year Dunton Green was the fastest growing village in the Sevenoaks District. This has meant that the Parish Council is able to continue to improve the village and provide even more activities without increasing its share of residents' Council Tax bills.

The Chairman concluded her speech by thanking all Parish Councillors, volunteers, Community Development workers and hirers for helping us make Dunton Green a better community. She also praised the Clerk for doing a fantastic job making sure that everyone can all do their very best.

The full Parish Council Annual Report for 2018/2019 was provided to attendees and a copy of the report is attached.

There were no questions.

6. Community Development SDC

The Community Development team for Dunton was represented by Kelly Webb, Sarah Tickner and Vickie Smith. Attendees were invited to talk with the team.

[Post meeting note: A report from the CDW team is now included with the documentation attached to these minutes.]

7. County Councillor, Nick Chard

Cllr. Chard was in attendance at the meeting. His report for 2018/2019 was included in the document pack provided for attendees and a copy of the report is attached. Cllr. Chard advised that he was willing to take questions or for people to speak to him in the Parish Reception.

There were no questions.

8. District Councillor, Cameron Brown

Cllrs. Brown and Bayley, neither of whom were in attendance at the meeting, had provided a detailed joint report for 2018/2019; a copy of the report is attached. A further report, specifically concerning the work of the Scrutiny Committee at SDC, had been provided by Cllr. Brown and a copy of that report is also attached.

9. Kent Police

With Kent Police being in attendance to speak directly with members of the public on current issues, no report had been provided. PCSO Sue Harwood introduced herself to the assembly having only covered Dunton Green for the last six months. PCSO Harwood confirmed that the main areas of concern in the village remained speeding, parking and anti-social behaviour but reiterated that overall the level of crime remained relatively low. PCSO Harwood encouraged attendees to speak to the PCSOs and the volunteers from the Crime Prevention Panel who would be available throughout the evening to discuss any issues or provide advice.

10. Dunton Green Primary School

The Chairman congratulated the school on its most recent OFSTED rating as a 'Good' school. A detailed report for 2018/2019 had been submitted for the meeting by Mrs Tracey Boanas (Headteacher) and Mrs Sarah Brown (Chair of the Governing Body). Mrs Brown and Mrs Jemma White (teacher) were in attendance and would be available to talk to during the Parish Reception.

There were no questions.

11. Other Reports

No other reports had been submitted for the meeting.

12. Consideration of any resolutions for which notice has been given

None.

The meeting closed at 7.17pm

After the conclusion of the formal part of the evening, Cllr Mrs England advised that a new APM tradition had been established in recent years whereby a member of the community was formally recognised for their contribution to Dunton Green.

The Chairman announced that this year it was her great pleasure to make a presentation on behalf of the Kent Association of Local Councils (KALC) Community Awards to Tim Fox *'In recognition of, and with thanks for, Tim's community-mindedness demonstrated through his involvement with the Parish Council and his volunteer work helping older people's groups in the village.'*

Everyone was then welcomed to enjoy refreshments and take the opportunity to talk with exhibitors and representatives of numerous groups, organisations and businesses.

Dunton Green Parish Council Annual Report 2018/19



This year the Parish Council has remained the same with Cllr. Freda England as the Chairman supported by Cllr. Paul Lockley as Vice Chairman and six other parish councillors. Unfortunately, we finish the year as we started with 3 vacancies and welcome all enquiries. There is an election this coming May and if you are interested in joining us contact Tracy, our Clerk, or see details on our website. If you've any questions about what is involved, please feel free to ask me this evening. Applications do need to be with Sevenoaks District Council by 4pm on Wednesday 3rd April. Our District Councillors, Cameron Brown and Kim Bayley, and our Kent County Councillor, Nick Chard, continue to support the Parish Council when they can.

Over the past year we have improved our presence on the internet and social media. We regularly update our website which also allows parishioners and others to receive several updates on news and events every week. It's linked to our Facebook site and Cllr. Anthony Carrol provides regular updates in the community news section of the Sevenoaks Chronicle. We really appreciate the support of others in the village who now pass on information to the Dunton Green Chitter Chatter and the Ryewood residents' Facebook pages. We have improved and increased the content of the quarterly Dunton Green News. This is hand delivered to every household in the village thanks to Parish Councillors and a willing band of volunteers scattered through the village.

One of the issues that the Parish Council deals with that provokes the most reaction is planning applications. This time last year we were awaiting SDC's planning department's decision on a proposal by Berkeley Homes to build an additional 35 flats on the Ryewood estate. Those are now in construction. This year has been far more challenging with SDC having to produce a Local Plan to provide 14,000 new homes in the district. Currently the proposed 250 Berkeley Homes houses accessed via the Rose Garden have not been included. The old Chaucer's site has been included, as well as an additional 300 homes (on top of the 450 already with planning permission) at Fort Halstead. We will have to wait until late this year to find out what the Planning Inspectorate decides. All these developments will impact our village and the Parish Council will always object to any development in Green Belt.

Reorganisation of the PCSOs means we now have 2 - Amy Hardy and Sue Harwood. With the installation of CCTV at the recreation ground and an ANPR camera at the Pavilion car park, several incidents of anti-social behaviour and crimes have been dealt with, and we work with the police whenever possible.

Speeding throughout the village continues and we are still seeking volunteers to run a much need Speedwatch group in Dunton Green. DGPC are currently working with KCC to improve road conditions throughout the village. All the white lines and zebra crossing have been repainted in the past month and we are planning to install improved beacons at all 3 crossings. We are in the process of converting all our streetlights to LED. We regularly update KCC about potholes that need repairing, out of order lamp posts and public footpath problems.

The Pavilion is now 4 years old and is providing facilities for an ever-increasing range of activities. We now have a bookings manager who deals with all aspects of events and makes sure we keep the building and recreation grounds up to high standard. We've also continued helping keep the village clean and tidy with regular litter picks where the number of volunteers has gradually risen, and the bulk freighter collections 4 times a year to cope with demand.

As usual DGPC has run and helped fund village events. The annual fireworks, Christmas carols, village and family fun day were all blessed with good weather this year.

With the help of our Community Development workers we are planning a large community fun day on June 29th. There will be lots of stalls and activities for all ages, so do come along.

Our work and support of charitable organisations, such as AgeUK and Faithworks, means we now have thriving activities for all age ranges. Our pop in café got off to a flying start with a visit from SDC's Chairman and the Deputy Lord Lieutenant of Kent who helped us celebrate Prince Charles's 70th birthday. Our new Friday Youth Club has started, and we have more sporting participants doing football, netball and street dance. Our hirers provide a full range of activities from Taekwondo, and Pilates to boot camps.

Going forward the parish council wants to make Dunton Green greener. We've now appointed a new grounds maintenance contractor. Over the next few months there will be remedial work to the village green which has

suffered during all the roadworks we endured this year. There will also be improvements to Longford Meadow. We are working with several organisations to make Price's Wood a community asset for all to enjoy.

Last year we were the fastest growing village in the Sevenoaks District. This has meant that we are able to continue to improve the village and provide even more activities without increasing our share of your Council Tax bill.

Summary 2017/2018 Financial Year Annual Return signed off by the Audit Commission:

	£	£
Brought forward		76,274
ADD		
Annual Precept		109,300
Total other receipts		56,412
SUBTRACT		
Staff costs	36,353	
Total other costs	105,948	
Balances carried forward		99,685

I would like to thank all our Parish Councillors, volunteers, Community Development workers and hirers for helping us make Dunton Green a better community. Our Clerk, Tracy, does a fantastic job making sure that we can all do our very best.

Cllr Freda England
Chairman Dunton Green Parish Council

27th March 2018

Sevenoaks District Council, Community Development Officer for Dunton Green - Parish Council APM Report.

Sevenoaks District Council's Community Development Officers for Dunton Green have continued working within Dunton Green and in partnership with the Parish Council. Since the last APM there have been some new faces in the role. Kathryn Bone sadly left the post in December 2018. Kathryn had been in post since the project started and was instrumental in getting a number of the clubs/groups set up, including the monthly Lunch Club. We wish Kathryn well in her new role within the Council. Yulia La-Kruz who job shared with Kathryn has been on maternity from October and will be returning beginning of May. In January 2019 we employed Sarah Tickner who will job share this post until the funding finishes on 31 March 2020. Sarah has hit the ground running and has been developing local projects. Over the period that Yulia was on maternity we were lucky to have Vickie Smith, Trainee Graduate Community Officer help out to keep current projects ticking over.

We have continued to run, develop and support successful activities in the village, mainly at the Pavilion in Dunton Green and these are listed below. We are hoping that new arrivals in the Rye Wood Estate will come and join us and get involved in village life in Dunton Green

Current Projects/Work

Consultations, we held two consultations in April and May to gather ideas from the community on projects they would like to take forward and also get involved with. The evaluation of this highlighted Basket Ball and Cycle Routes which we have looked into.

Lunch Club, still continuing to work well, held on the first Wednesday of every month at the Pavilion, with on average 20 plus older people attending, the hope for the future is that a further lunch ate will be added.

Summer Activities were held in the summer holidays and included archery, tennis and basketball. Although there were low numbers there was a good general interest and hence why further development in basketball has been taken forward.

Easy Netball, continues to run on a Wednesday evening and is run by a local volunteer who we are helping support go through the coaching process to gain qualifications. Anyone over 14 can attend the evening session and are a great way to meet new people, have fun and keep fit.

Dance Classes Young People & Adults, are also run by a local volunteer who we have supported and funded to get the right qualifications. These classes go from strength to strength and are great fun for anyone that wants to get involved.

Over 55s Social Group, is going well and is run by local residents and supported by the Development Officers.

8-12s Project, run by West Kent Extra and funded by the District Council meets every Monday after school in the Pavilion. These group engages with young people in helping them in their transition to secondary school and also tackles issues such as self-confidence, bullying and creative arts.

Below are a couple of projects that have been set up and funded by other agencies but supported and visited by us.

Pop in Café, funded by Parish Council we have been attending when required to help serving teas and coffees and anything that Sue needs.

Stay & Play, the officers are continuing to pop in and talk about different projects to set up to families that are attending.

Future Projects for the coming months are

Basketball will start on Monday 29 April 2019 and run term time through to the start of the summer holidays (last session diarised as 22 July 2019). These are pay per play sessions and is an exciting new partnership with the Parish Council and the award winning Sevenoaks Suns and sessions are held 5.00pm – 6.00pm on the MUGA at the Pavilion. The break over the summer holidays will be used as a review period. We would hope to recommence these sessions from September 2019.

Cycling Project- working with the Parish Council to develop Prices Wood which is owned by the Parish Council to make it a lovely place to visit for everyone and include initiatives such as a cycling track. We hope that this will be ready by Autumn 2019.

Summer Event - save the date for this great Community Day. On Saturday 29 June, 11am – 4pm Sevenoaks District Council are hosting this free event for all residents of Dunton Green. There will be live entertainment, stalls, workshops and lots of different activities.

Annual Report, will be published in May 2019 and will highlight all the work of the Community Development Officers from 1 April 2018 - 31 March 2019 and will be published on the Parish Council's website.

The Community Development Officer for Dunton Green is a funded project until 31 March 2020. This role for one officer was funded through Section 106 money from the Ryewood Development. This post consists of two officers (job share). The role is also to contribute into the cohesion of all communities within the village.

If you have any questions or are interested in getting involved or setting up a community group, please contact us at communities@sevenoaks.gov.uk

Report from Nick Chard to Dunton Green Parish Council

The County Council has again been asked by Government to do more for less money. The long-term excellent stewardship of our County Council finances means the impact on our residents in Kent is less than other areas in England. We still have difficult choices to make which clearly will impact a few residents, however these difficult decisions are not taken lightly.

The main areas of concern for the County Council budget are Adult and Children's social care, we know there is an increasing population of more elderly residents and an increasing number of children who have higher needs and therefore have higher costs.

We have protected the budget for highways as far as we can, this means that we have maintained a good level of service, less than we would like as an optimum, but enough to repair the many potholes that arise each year.

I have worked with Dunton Green Parish Council, following a number of emails and phone calls, to remove the much-maligned chicane in Station Road.

I have supported the concern of local residents in respect of planning application proposals which could reduce the quality of life for local residents.

The installation of improved pedestrian crossing lights in London Road was as a result, following concern from local residents, of my intervention.

May I thank my Sevenoaks District Council colleagues, Kim Bayley and Cameron Brown, with whom I have worked effectively on a number of local issues.

My last thanks are to Dunton Green Council and their very efficient Clerk.

Nick Chard 21st March 2019

Report of the District Councillors: Kim Bayley & Cameron Brown

March 2019

Introduction

Both your Councillors have attended Full and other Council meetings during the year, as well as a number of informal meetings with Council departments and constituents on a variety of issues.

- As in previous years, it has sometimes been challenging to attend as many Parish Council meetings as we would have liked due to a large number of timing clashes but we hope we have been available to you via email and phone as needed.

Council Tax

- As many of you may know, Sevenoaks District Council's support grant from the government has dramatically reduced in recent years and we now receive no additional funding from central Government. This has been offset by a positive investment strategy that has sought to maximise the investment returns on savings and borrowings, for the benefit of residents as well as a property investment strategy designed to deliver returns of over 5%. Without this investment scheme many of the services we enjoy would have to be reduced.
- Council tax for an average BAND D home will increase by ca 5.4% to £1828.02 (Riverhead) and £1,886.15 (Dunton Green). The SDC element is proposed to increase by just 3.0% in 2019 with a band D household paying £215.01 to SDC an increase of £6.21.
- SDC is funded from four areas (total £15.2m)
 - Business rates: £2.1m
 - Council tax: £10.9m
 - Interest from Council Investments and Property: £1.5m
 - Reserves: £0.7m

Parking in Riverhead

- Following pressure from your local district Councillors and some consultation with local residents, Sevenoaks District Council commenced a full consultation in relation to parking in Riverhead in 2018. This included amendments to Chipstead Lane, Cranmer Road, Shoreham Lane and London Road. Details of the proposals were shown on plans. We continue to review Shoreham lane area and discuss Chipstead Lane with KCC and residents
- The Consultation ran from 25th January 2018 to 16th February 2018. The outcome was reported to the Sevenoaks Joint Transportation Board. Those plans have now been implemented - we hope that they have improved parking in the area - we are always open to suggestions that improve parking provision.

Planning

- Planning applications across the district continue to run at reasonably high levels. Both your Councillors have reviewed a number of applications within the district.

- Your district Councillors continue to monitor any potential housing development in Dunton Green and Riverhead. Your Councillors appreciate the large number of new homes that have been built in Dunton Green in recent years. Where development is inevitable due to government imposed targets, we will endeavor to ensure that developers make a suitable infrastructure contribution and that suitable provision is made in relation to homes for young families.
- The new local plan is to be submitted in Spring 2019 - with adoption in Autumn 2019. The Green belt will continue to be protected, with a continued emphasis on redevelopment of brownfield sites where appropriate.

Local Residents

We also met with a number of residents on planning, education and housing issues during the year.

Cllr. Kim Bayley

- Kim sits on 3 Committees at SDC as well as being Deputy Portfolio Holder for Direct and Trading Services (encompassing environmental and waste services as well as parking etc. She sits on the Finance Committee, with a particular focus on ensuring that the District Council can continue to deliver the current levels of services with a vastly reduced budget and also sat on a special Strip Funding Review in 2018/19. As Deputy Chair on the Direct and Trading Services committee, she also has regular updates with the head of Environmental Services, the head of Parking etc. and has been undertaking some additional work in relation to a new air quality plan. She also sits on the CIL Board.

Finance Committee

- During the year Council budgets continued to be under pressure due to significant funding cuts by Government at a local level but the current performance indicators of SDC are positive and departments are performing well and targets are being met.
- Importantly the Council continued with its aim to become self sufficient to deliver income to the Council and replace lost central government funding. During the year a number of property investments were made in the area with a return of at least 5% pa which should help deliver a sustainable and self sufficient council going forwards. The Council also continues to share a number of functions with other Councils.
- A special review of using strip funding for council investments was also undertaken

Direct and Trading Services Committee

- In relation to parking we were able to maintain parking fees in almost all car parks and apart from proposed changes to the evening and on street charging mechanism most charges have remained the same.
- The car park construction in Bradbourne was completed in 2018 and the Buckhurst 2 car park will be opened in April
- During the year we improved communication to residents on recycling and met targets on collections across the district.

Cameron and Kim Committees

CIL Board

- Cameron and Kim both sit on the CIL (Community Infrastructure Levy) Board. The purpose of the Board is distribute funds to statutory bodies across the district, the funds having been obtained from a levy on substantial housing developments.¹
- 25% of the funds are initially distributed to the proximate parish council, with the remainder to be distributed to those bodies who have applied to the Board for funds.
- During the year over £3m was distributed to projects in Sevenoaks. Cameron and Kim remain anxious for bodies within Dunton Green and Riverhead to apply for funding. If any resident can think of any scheme that would be worthy of funding they should contact us.

Cameron Brown Committees

Cameron is a member of the CIL Board, Chair of the Scrutiny Committee and sits on the Development Control/ Planning Committee.

Scrutiny Committee

- Cameron took on the role of Chair in 2017 - 2018, taking over from Cllr London. Cameron has completed an in depth review into staff vacancies, staff retention and staff recruitment at Sevenoaks District Council. This is a particular issue for SDC and its staff, due to the high cost of housing in the area and the availability of better paid work in the private sector.
- During his year as Chair has supervised the rigorous questioning on cabinet members, ensuring Sevenoaks District Council is performing as it should. He also led questioning of other key stakeholders in the District. A copy of Cameron's end of year report has been annexed to this document.

Development/ Planning Committee

- Cameron has attended a large number of planning meetings dealing with applications from across the district. The Committee continues to receive some of the highest number of planning applications in the Southeast.
- Cameron tries to support parish council objections where he is able to do so on planning grounds. As in previous years Cameron has tried to ensure that there is consistency in relation to planning decisions and that the Green belt is protected where possible.

Finally

We of course remain available to discuss any local issues and would like to thank both parishes for all their hard work during 2018 – 2019

**Kim Bayley
Cameron Brown
March 2019**

¹ <http://cds.sevenoaks.gov.uk/mgCommitteeDetails.aspx?ID=320&J=1>

Scrutiny Committee Annual Report to Council - 2018/19

Remit of the Scrutiny Committee

1. As per Appendix C of the Council's constitution, "Scrutiny Committee Procedure Rules":

1.1 The Council is required by Law to discharge certain overview and scrutiny functions. These functions are an essential component of local democracy. The Scrutiny Committee contribute to the Council's Performance and also hold the Cabinet to account for its decisions.

1.2 The Scrutiny Committee allows a wider involvement in Council business by involving non-councillors from the wider public section, voluntary groups and community groups to help them in their work. They may make reports and recommendations to the Cabinet and the Council as a whole on its policies, budget and service delivery.

1.3 The Scrutiny Committee also monitors the decisions of the Cabinet and the Scrutiny Committee can "call-in" a decision of the Cabinet which has been made but not yet implemented. They may recommend that the Cabinet reconsider their decision. They may also be consulted by the Cabinet or the Council on forthcoming decisions.

1.4 Scrutiny should be carried out in a constructive way and should aim to contribute to the delivery of efficient and effective services that meet the needs and aspirations of local inhabitants. The Scrutiny Committee should not shy away from the need to challenge and question decisions and make constructive criticism.

"The Scrutiny Committee will comprise a permanent Chairman and Vice Chairman, and 9 other elected Members that follow the political proportionality of the Council. No Members of the Committee may be members of the Cabinet, their deputies or members of any of the Cabinet Advisory Committees."

Approach

2. Throughout the course of 2018/19, the Scrutiny Committee has drawn up and followed a work plan that has focussed on four key areas. These are:

- **Inviting Cabinet Portfolio Holders** to each meeting of the Scrutiny Committee where possible to discuss particular areas of focus/challenge and concerns members may have;
- **Inviting a number of external representatives** to attend Scrutiny Committee to discuss particular areas of concern and their activities within the district;

- **Setting up In-Depth Scrutiny working groups** as task and finish groups to investigate particular areas in detail, reporting back to the Committee so that recommendations can be agreed and reported to Cabinet.
- **Reviewing performance of services** in relation to agreed performance indicators, in particular focusing on red flag indicators. These are discussed at meetings, with explanations being provided by Officers. Matters of serious concern are referred to the Portfolio Holder/ Cabinet as appropriate.

This approach has ensured that the Committee has scrutinised both the work of SDC and other public bodies across the district, per the Committee's above terms of reference.

Work Covered

3. Based on the above approach, the following is a summary of work carried out during 2018/19 by the Scrutiny Committee.

Portfolio Holders

4. Portfolio Holders were asked to provide an update on recent work and future challenges to the relevant meeting, and were subsequently asked a number of questions by Members of the Committee regarding specific challenges and their approach and views. Portfolio holders attended as follows:

Scrutiny Committee	Portfolio Holder	Area of Committee Focus
July 2018	Cllr Michelle Lowe Housing and Health	Quercus Housing Health and Wellbeing West Kent Housing
July 2018	Cllr Peter Fleming Policy and Performance	Swanley Sites Corporate Plan
November 2018	Cllr John Scholey Finance	Property Investment Asset Maintenance Programme
February 2019	Cllr Anna Firth Legal and Democratic Services	Licensing Partnership Legal Successes Member Training
February 2019	Cllr Roddy Hogarth Economic and Community Development	Sevenoaks High Street Swanley Town Station Sevenoaks Community Safety Unit
April 2019	Cllr Robert Piper Planning	TBC
April 2019	Cllr Michelle Lowe Housing and Health	TBC

External Invitees

July 2018

5. Representatives from Citizens Advice in North and West Kent and Edenbridge and Westerham in attendance.

6. Representatives from Edenbridge and Westerham and North and West Kent Citizens Advice Bureaux (CAB) gave a presentation on the work of Citizens Advice within the district.

7. Members of the Committee then asked a number of questions relating to areas including:

- Budget allocations
- Criteria for clients accessing CAB services
- Impacts of Universal Credit
- Volumes of website users
- Staffing resources

November 2018

8. Chief Inspector Tony Dyer, Sevenoaks District Commander of Kent Police in attendance.

9. Chief Inspector Dyer gave an overview of crime levels within the Sevenoaks District area. The Chief Inspector explained that Sevenoaks District has **the first or second lowest recordings for most if not all crime categories in the County**. The Sevenoaks District had also seen a reduction in Anti-Social Behaviour and had the **slowest increase in recorded crime in the County**.

10. Members were reassured that the perceived increases crime were a result of the Crime Data Integrity Inspection, affecting the way crime was reported and recorded. The roll out of Crime Data Integrity Inspections also made comparisons with other Councils outside of Kent difficult, however the Police would commence comparisons in 2019.

11. Members of the Committee then asked a number of questions relating to areas including:

- Strategy relating to visible policing
- Current focus of resources and priority areas
- The 101 service
- Use of PCSOs

February 2019

12. Frank Czarnowski, Chief Executive of West Kent Housing in attendance.

13. A presentation was given covering the organisations 6 key objectives relating to customers, homes, older people, growth, community and viability.

14. Members of the Committee then asked a number of questions relating to areas including:

- Anti social behaviour
- Plans for West Kent Housing garages
- The process for tenants moving including overlapping rent payments
- Property turn around times and waiting times

In-Depth Scrutiny Working Group

15. At it's November 2018 meeting, the in-depth scrutiny working group presented its final report which looked at matters relating to staff recruitment and retention.

16. Councillor Brown presented the final report as Chairman of the In-Depth Scrutiny Working Group. The working group had been investigating a range of areas including staff turnover, sickness absence, approach to recruitment and staff benefits. Meetings had been held with a number of Officers and an external recruitment agency.

17. The Chairman noted that salaries were given as the primary reason by staff for leaving the Council, with competition from London and the private sector. Certain areas were identified as more problematic to recruit for, and Market Related Payments (MRPs) were offered in some circumstances.

18. The group made a number of recommendations to improve staff recruitment and retention, set out in full in the report, which were further discussed by the Committee.

19. Members agreed that the report should be referred to Cabinet following the inclusion of feedback from Committee Members.

20. Cabinet then considered the report from the Scrutiny Committee at a subsequent meeting. Cabinet thanked the Committee for the work that had been put in and referred the recommendations to officers to look at further and take forward as appropriate.

Other

21. The Chairman would like to thank his vice-chairman, other committee members and Officers for the work they have put in over the year.

Councillor Cameron Brown
Chairman - Scrutiny Committee
2nd April 2019

DUNTON GREEN PRIMARY SCHOOL

Report from the Chair of Governors and Headteacher

Dunton Green was shocked recently when a police car raced up to the school with siren blaring in response to a report of an outbreak of serious crime. A teddy bear had been kidnapped and villains were threatening the school. The children helped PC Boyden to find the evidence with each class having to solve a clue if the villains were to be thwarted. Fortunately the children were successful and disaster was averted. A World Book Day to be remembered, with the staff having almost as much fun as the children.

Dunton Green Primary School has had a very successful year. The much anticipated Ofsted visit took place in July and we were delighted to be rated as a "Good" school, a very welcome recognition of all the improvements over the previous year. Ofsted praised, in particular, the strong progress made by pupils across all year groups in mathematics, reading and writing and the teachers' high expectations of pupils which ensure that they are motivated to pay attention and work hard. Parents were most supportive throughout the inspection. Not only were their comments to Ofsted very positive but also they provided practical help by turning out the day before to ensure that the school was looking its best when the inspectors arrived.

We were also very pleased with the SATs results. At KS2, over 70% of the pupils reached the Expected Standard in each of reading, writing, grammar, punctuation and spelling, and mathematics, with over 95% reaching that standard in mathematics. This is well above the national and Kent averages and a huge improvement on results in previous years. KS1 results showed a similar picture with 68% of pupils reaching the Expected Standard in every subject. Early Years and phonics test results were also excellent. Just as important as these external results was the progress made by children of all abilities right across the school.

This year, we have been working on developing a relevant and stimulating curriculum across all subjects, as well as seeking to raise standards in writing and improving attendance – the two areas of relative weakness identified by Ofsted. We are making good progress in both areas. Average attendance is up and we are providing support and encouragement to those children and their families who are finding it difficult to maintain good attendance. As for writing, you only have to look at some of the examples on the WOW wall to see what good work is now being done.

On other subjects, the focus has been particularly on art and music, with some wonderful art work now on display and children having the opportunity to play musical instruments as well as to sing. The children also have the chance to take part in many different kinds of sport. We have been taking part in local competitions and usually doing well. Dance lessons have been re-introduced with some children performing at The Stag. The Year 6 play was most enjoyable with the children really impressing the audiences with their performances.

In September, we welcomed some new members of staff, and they have quickly become part of the team, all working very closely together, and forming strong relations with the children, as noted by Ofsted. The children who came into Reception

this year have settled in well and are making great progress. We are still waiting final decisions on allocation of places for autumn 2019, but growing parental confidence is shown by the fact that we have 29 first choice places and 44 places for first, second and third places combined.

Work on the school buildings and grounds has continued. You will have seen that we now have a new front porch. That makes it much easier to welcome visitors as well as making the school safer. Further work has been done on the roofs to make them properly watertight. Most excitingly, and thanks to support from Sevenoaks Lions, the pond area has been regenerated so that we can use it again, and Men in a Shed have built some fantastic outdoor equipment for the Early Years area. Children love learning out of doors and we now have the facilities to enable them to do so.

As for all schools funding is very tight. We therefore particularly value the support we get from the PTA and from the Parish Council and other local organisations. The Parish Council invited us to run a BBQ at the Fireworks celebration which raised a lot of money and we will be running a food stall at the summer fair. The PTA works very hard to raise money. Their particular project at present is getting iPads for the school. The first batch are already in use and you can see some of the photographs taken with them on the school's website. We are also very grateful to all those who volunteer at the school. They help in many ways, particularly with listening to children read. We are always looking for more volunteers so do get in touch if you might be interested. It is really enjoyable as well as making a real difference.

We continue to play an active part in the local community. In addition to our usual participation in the Remembrance Day service and the Christmas lunch for senior citizens, the choir sang outside Tesco's at Christmas to raise funds for Demelza House. They also sang at the Dunton Green lunch club and at the Riverside Care Home, where they were warmly welcomed by residents. The annual Macmillan cake sale was very well attended by the local community and successfully raised a lot of money for the charity.

Altogether the school is thriving. It is a busy, happy, welcoming place. Do come and see for yourself. Visitors are always welcome. Just let the school office know that you would like to come.

Tracey Boanas
Headteacher

Sarah Brown
Chair of the Governors

March 2019