



## **SEVENOAKS 51<sup>st</sup> ANNUAL TOWN PUBLIC MEETING**

NOTICE IS HEREBY GIVEN OF THE ANNUAL TOWN MEETING OF THE LOCAL GOVERNMENT ELECTORS FOR THE TOWN OF SEVENOAKS WHICH WILL BE HELD AT THE BAT AND BALL CENTRE, CRAMPTON'S ROAD, SEVENOAKS, TN14 5DN  
**MONDAY 17<sup>th</sup> March 2025 at 7:00pm**

The meeting will be preceded at 6.30pm by an opportunity meet the Mayor and local councillors, to visit volunteer stalls, a police stall, and display stands regarding the Sevenoaks Quarry development and the St John's Masterplan.

**Chaired by the Mayor of Sevenoaks, Councillor Libby Ancrum**

Please note that the proceedings of this meeting will be streamed live to YouTube for the public to watch via the following: <https://youtube.com/live/Fz-4zKsggpM> and may be recorded in line with regulations set out in the Openness of Local Government Bodies Regulations 2014.

A copy of Sevenoaks Town Council's procedure for the recording of meetings is available online at [Recording of meetings protocol](#) or by request.

Agenda available at: [https://www.sevenoakstown.gov.uk/Sevenoaks Town Council 20065.aspx](https://www.sevenoakstown.gov.uk/Sevenoaks_Town_Council_20065.aspx)

### **A G E N D A**

1. Welcome by The Mayor, Councillor Libby Ancrum
2. Minutes of the 2024 Sevenoaks Annual Town Public Meeting (Copy attached)
3. Presentation of Sevenoaks Town Council's Annual Report: April 2024 – March 2025 (Copy attached)
4. Update from Cllr Roderick Hogarth, Leader of Sevenoaks District Council on the government's proposed Local Government Reorganisation and the potential impact on Sevenoaks Town
5. Presentation of Sevenoaks Town Council Grant Awards to Voluntary Organisations
6. Presentation of The Stag's Annual Report (Copy attached)
7. To receive Comments and Queries from Local People on any Matters relating to Sevenoaks

*To enable us to provide a fuller response at the meeting, please send any comments or questions you would like to put to the Town Council to: [council@sevenoakstown.gov.uk](mailto:council@sevenoakstown.gov.uk) by noon on Friday 14<sup>th</sup> March 2024*

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**Minutes of the Meeting of the  
Fiftieth Annual Assembly of the Townspeople of Sevenoaks  
held at Bat & Ball Centre, Crampton's Road, Sevenoaks, TN14 5DN  
on Monday 11<sup>th</sup> March 2024  
7:00 – 8.45pm**

Livestreamed on YouTube: <https://youtube.com/live/ZVwBJbFP-DA?feature=share>

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**Chair: Cllr Claire Shea – Mayor of Sevenoaks**

In attendance: 115 members of the public and the following:

Cllr Libby Ancrum Cllr Sue Camp Cllr Dr Marilyn Canet Cllr Tony Clayton Cllr Catherine Daniell Cllr Dr Peter Dixon Cllr Victoria Granville Cllr Chloe Gustard	Cllr Lionel O'Hara Cllr Nick Varley Cllr Nigel Wightman  Cllr Roderick Hogarth (SDC) Cllr Elizabeth Purves (SDC) Cllr Richard Streatfeild (SDC & KCC)
Linda Larter, MBE Andrew Eyre Georgina Jackson Alison Futtit Georgie Elliston Anna Rosinska Liz Hodgson	Chief Executive/Town Clerk Chief Executive, Stag Theatre Responsible Finance Officer Senior Committee Clerk Planning Committee Clerk Open Spaces Committee Clerk Hall Hire Manager

Apologies for absence were received from: Laura Trott MP, Cllr Sally Layne, Cllr Lise Michaelides, Cllr David Skinner & Cllr Gareth Willis.

*Prior to the commencement of the meeting members of the public had the opportunity to visit an exhibition of stands provided by local voluntary groups who had received grants from Sevenoaks Town Council and to meet local Town Councillors.*

*There had also been a collection of food items for Sevenoaks Larder, one of the Mayor's Charities.*

**1. WELCOME BY THE MAYOR, CLLR CLAIRE SHEA**

The Mayor welcomed everybody to the Fiftieth Sevenoaks Annual Town Public Meeting.

She gave a particular welcome to visitors from Bodegraven-Reeuwijk in the Netherlands, colleagues of the Town Clerk from the International Institute of Municipal Clerks (IIMC):  
Cllr Els Oliwkiewicz-Borsboom  
Cllr Bas Otting,  
Lucia Uijterwijk, Wietse Bruinsma  
Henk Verdonk

The Mayor drew attention to the fundraising concerts being held at the Stag Theatre by one of her nominated charities, Sevenoaks Welcomes Refugees, on 27<sup>th</sup> April 2024.

**2. MINUTES OF THE SEVENOAKS ANNUAL TOWN PUBLIC MEETING 2023**

The Minutes of the Forty Ninth Annual Town Public Meeting of the Townspeople of Sevenoaks held on 13th March 2023 were received and adopted and it was RESOLVED that the Mayor sign the Minutes of that meeting as a true record.

**3. PRESENTATION OF SEVENOAKS TOWN COUNCIL'S ANNUAL REPORT 2023-2024**

The Mayor introduced the Town Council's Annual Report April 2023 to March 2024, which had been circulated with the agenda.

The Town Clerk gave a presentation outlining the Town Council's achievements during the year, additional to regular functions and facilities, setting out activities each month.

Highlights included: the 10<sup>th</sup> Anniversary of the HOUSE in the Basement Youth Café; supporting the first Climate Fair in Sevenoaks; introducing twice yearly Vegan markets; hosting dementia friendly Forget-me-not cafes; art activities and heritage talks at Bat & Ball Station; the election of a new Council in May; holding Coronation Big Afternoon Tea in the High Street; winning gold in Sevenoaks In Bloom; becoming the first Town of Sanctuary; conducting Greatness Recreation Ground Survey; working with the Football Club to obtain CIL funding for a new football pavilion; refurbishing the Skatepark at Greatness Recreation Ground; election of a new Youth Council; holding Sevenoaks Business Show and Business Awards; beginning Sports Strategy Review; holding Christmas Lights Switch On event; conducting public consultation for 20mph scheme; refurbishing public toilets at St John's Hill car park; and, following a very successful public pledge campaign which raised £102k, proceeding with the purchase of Longspring Woods, an Asset of Community Value.

**4. PRESENTATION ON TARMAC LTD PLANNING PROPOSALS FOR SEVENOAKS QUARRY, NORTHERN WARD**

Michaela Kekerri from Tarmac and Joseph Baum from Meeting Place gave a presentation on the proposals for the development of Sevenoaks Quarry in relation to the outline planning permission obtained (giving approval to the development in principle), the future reserved matters to be considered via additional planning applications, the



finalising of the S106 Agreement, and previous and future consultation and engagement with the community.

It was noted that Tarmac was in discussion with The Town Council regarding the best community use of the Oast House, and with the Scouts regarding the use of the barn.

Comments/Questions raised were:

Comments/Questions	Response
<p>While broadly welcoming the development, it is only acceptable if access arrangements improve, and it properly provides affordable housing.</p> <p>You have offered 40% with this development.</p> <p>Definition of affordable housing is important, being only slightly cheaper than market value is not what is needed. Sevenoaks needs social/rented housing. What are proposals for rented housing in this scheme?</p>	<p>There is a legal obligation to provide affordable housing. Intend to deliver on commitment.</p> <p>Affordable housing comprises:</p> <ol style="list-style-type: none"> <li>1) 80% of market rate</li> <li>2) social rent - 60% of market rate onwards.</li> <li>3) Shared ownership</li> </ol> <p>Developments will have a mix of these.</p> <p>Overall, the development will provide 320 affordable homes, of these:</p> <ul style="list-style-type: none"> <li>• 208 will be social rent units (65%)</li> <li>• 80 will be first homes (25%)</li> <li>• 32 will be intermediate (10%)</li> </ul>
Will affordable housing be included at each phase of development?	Affordable housing is proposed to be included all the way through the development, with a minimum of 25% at each phase.
In relation to the pedestrian & cycle route from Childsbridge Lane to Kemsing, hope plans won't be lost during development process?	Can assure that this won't happen. Its delivery will be secured as part of the S106 agreement.
When will first phase of building start?	This is dependent on the finalising of the S106 agreement and planning applications on the reserved matters. Nothing would be on site for the first 2 years.
Noted the proposed open spaces and retail units, but there seems to be a gap as no medical facilities included.	West Kent and Medway Integrated Care Board has advised that the scheme on its own does not warrant dedicated medical facilities on site. This does not mean that a contribution won't be made; discussion will continue with the Integrated Care Board and consideration

A contribution to improve the offering at Sevenoaks Hospital would be good.	<p>given to the District Council's emerging Local Plan.</p> <p>Contribution to the hospital will be picked up by the S106 agreement.</p>
<p>Access to the site is the key issues, with some feeling that issues at the Bat &amp; Ball junction won't be easy to address. Need to address for cars, pedestrians and cyclists.</p> <p>Also, will the current pedestrian footbridge from the site to Sainsbury's be retained and improved.</p>	<p>Once at the point that access proposals at the junction are shared with the Steering Group, the concerns can be discussed.</p> <p>As part of the retail proposals on site, discussions will be held with the Town Council regarding potential use of existing bridges. There are no current plans for Tarmac to pursue these works itself.</p> <p>Intention is to provide links to existing facilities as well as new retail on site.</p>
<p>Cllr Richard Streatfeild commented that consultation process has been done well, keeping all elected representatives well informed and providing opportunity to comment. With the Integrated Care Board, there will be more opportunities to adjust plan as it develops.</p> <p>Highways element is also key, KCC very focussed on dealing with issues.</p>	

The Mayor thanked Michaela and Joseph for their presentations. She advised that the Steering Group met regularly to feedback to the Tarmac team and asked that residents speak to their local councillors and residents' associations if they had any issues they would like raised.

## 5. SEVENOAKS TOWN COUNCIL GRANTS TO LOCAL ORGANISATIONS

The Mayor thanked local community organisations for all they did to support the town and its residents.

Awards had been made during the year, under the Town Council's Grants Scheme, to the following local community organisations, who had attended the meeting to provide a display demonstrating what the funds had been spent on:

Sevenoaks Volunteer Transport Group	£750	Sevenoaks PHAB	£450
West Kent Mediation	£800	The Children's Workshop	£540
Friends of Pontoise	£350	Sevenoaks Counselling	£2000
Sevenoaks Three Arts Festival	£600	Hi Kent	£1000
Sevenoaks Literary Festival	£500	Baby Umbrella	£2600
South East Open Studios	£250	Art in June Open Studios	£250
STEM Repair Workshops for HOUSE in the Basement	£375	Sevenoaks Three Arts Festival, Young Musician of the Year	£600
Kent Youth Jazz Orchestra	£500	Sevenoaks Scouts- Litter Pickers	£250
Youth Resilience UK	£1,600	Sevenoaks Scouts – Room Hire	£1,335

Displays were also provided by: Friends of Rheinbach, Sevenoaks Bowling Club, West Kent Housing Youth Services, Sevenoaks Samaritans, Tarmac Ltd.

Further Grants were also agreed by the Finance & General Purposes Committee on 27<sup>th</sup> November 2023 and 26<sup>th</sup> February 2024, and the awards presented by the Mayor to:

Sevenoaks Summer Festival	£5,000	South East Open Studios	£250
Friends of Pontoise	£250	Sevenoaks Three Arts Festival	£600
Friends of Rheinbach	£250	West Kent Mediation	£900
Sevenoaks Bowling Club	£1,000	Baby Umbrella	£500
Sevenoaks Volunteer Transport Group	£1,000	West Kent Mind	£2,500
Sevenoaks Samaritans	£1,488	Stag Community Arts Centre	£4,000
Art in June	£500		

## 6. PRESENTATION OF THE STAG'S ANNUAL REPORT 2021-22

Andrew Eyre, Chief Executive of the Stag Community Arts Centre, presented its Annual Report for the financial year 2022-23.

Andrew advised that the Stag was successfully fulfilling its charitable aims of providing theatre and cinema for the people of Sevenoaks and beyond. Thanks to the support of the Town Council, government grants and generous donations from members of the public, the Stag had survived the pandemic. Cinema attendance had now reached 80% of pre pandemic levels.

Andrew reported on works undertaken to reduce the Stag's carbon footprint, including the installation of solar panels and back-up batteries, upgrading to LED lighting and replacing old gas boilers.

He commented that the Stag continued to be a valuable asset for the town bringing people into the town centre, its shops and especially the restaurants and car parks.

Members of the public commented that:

- The Stag was the beating heart of the community.

- The cost of hire was difficult for local community groups wanting to put on performances.
- They would like the Box Office to be open on Saturday mornings.
- Adverts in the Sevenoaks Chronicle should include details of how to book tickets.

## 7. QUESTIONS AND COMMENTS RECEIVED FROM LOCAL PEOPLE ON MATTERS RELATING TO SEVENOAKS

Comments/questions raised at the meeting were:

Comment / Question	Response
Motor vehicles continue to dominate Sevenoaks high street to the detriment of pedestrians. Is there a will to make the <b>high street one way</b> and widen pavements, and if so, what needs to happen to encourage this idea forward?	This is not within STC's control.  However, STC has commissioned a Masterplan for the Town Centre & St John's area where all options will be considered for this strategy document.
<b>20 mph Consultation:</b> When will the Council provide a copy of the results of the recent 20 mph consultation?  The Council's Website records that the 20 mph Survey Results will be published in the New Year; today, the 14th of March, is the start of the 11th week of this year.	STC prepared a report and forwarded it to JTB on 12 <sup>th</sup> February. It was hoped would be made public via the JTB route.  However, as STC has not been told this is happening, full details (in addition to key results mentioned earlier) will be published Tuesday 12 <sup>th</sup> March 2024 with STC's Planning Committee Agenda.
Many congratulations to the Council for its Longspring Wood initiative.  <b>Other "New" Land Opportunities</b>  <b>A1.</b> Will the Council designate and register the Green Belt land on the "West" side of Britain's Lane [i.e. the unbuilt side] as a community asset?  <b>A2.</b> Will the Council then plan to purchase this land? Buying this land would protect Sevenoaks and, importantly, would provide much needed land for public use, including recreational opportunities and also formal and informal sports facilities and use.	Cllr Varley paid tribute to the Town Clerk and Planning Committee Clerk for their hard work on this initiative.  The Mayor explained the process to register Assets of Community Value and advised that registration gave the Town Council the right to bid, not the right to buy, if an asset came up for sale.  There were a lot of assets in the Town that could be looked at and councillors were considering those within their wards.
Given all the research, academic and empirical, even the report commissioned by Prime Minister Sunak, which he has subsequently tried to bury because it	STC will be publishing its report and the analysis of its independent consultant on 12 <sup>th</sup> March.

<p>found against what he believed, that traffic calming measures and low traffic neighbourhoods, (LTNs) are overwhelmingly popular, that measures such as 20mph zones, reduce the seriousness of accidents when they occur, reduce emissions, reduce fuel consumption, encourages more active travel within the community and have a minimal impact on journey times, and given we ourselves here in Sevenoaks witnessed a multi-car pile up only 10 days ago on St. Johns Hill, adjacent to where I live, when is the Town Council going to make the whole of Sevenoaks Town a 20mph zone?</p>	<p>This will need to be considered by the Joint Transportation Board (JTB) and KCC Portfolio Holder.</p> <p>If the scheme is agreed it is hoped to roll it out over a few months, funded by Community Infrastructure Levy.</p> <p>It is hoped this would include a zebra crossing at the top of Dartford Road.</p>
<p>Does the Town Council have much to do with local Residents' Associations?</p> <p>Is there a forum for Residents' Associations to get together?</p>	<p>The Town Council has a lot of contact with Residents' Associations and welcomes more. Residents' Associations have been instrumental in activities in the past year including the Longspring Woods campaign and 30mph on Seal Road.</p> <p>Sevenoaks District Council used to have a Forum but this is no longer active. If there is an appetite for this amongst Residents' Association, the Town Council could facilitate.</p> <p>It was noted that the Sevenoaks Society had held a meeting for Residents' Associations in November. It was agreed that the Town Council would liaise with the Society.</p>
<p>There are a lot of empty buildings and land, such as the Farmers site. There should be a law against this. Is there anything that can be done? Can fines be issued?</p>	<p>There is no law to compel landowners to deliver what they have obtained planning permission for. It is a matter of the District Council discussing with developers. There is no mechanism for issuing fines.</p>
<p>There are obstructions to pavement on St John's Hill due to overgrown vegetation, can property owners be encouraged to cut back.</p> <p>Also, a problem with cars parked on the pavement.</p>	<p>Kent County Council's Highways team can deal with the overgrown vegetation issue; there is a tool for reporting via their website.</p> <p>Parking issues should be reported to Sevenoaks District Council.</p>

Proposed improvements to the Bat & Ball junction seem to get pushed back all the time, what can the Town Council do to push this forward?  Crossing the road on foot at the junction, there is no pedestrian phasing.	The junction improvements are linked to the start of the development at the Quarry. The Town Council's representatives on the Steering Committee will continue to keep pushing for this.
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## 8. CLOSE OF MEETING

The Mayor thanked everybody for attending the meeting.

There being no other business the meeting closed at 8:45pm.

Signed .....

Dated .....

The Mayor





# Sevenoaks Town Council



## Annual Report 2024-5

Our year in the community

[www.sevenoakstown.gov.uk](http://www.sevenoakstown.gov.uk)



**BRITAIN IN BLOOM UK FINALIST 2025**  
with the RHS

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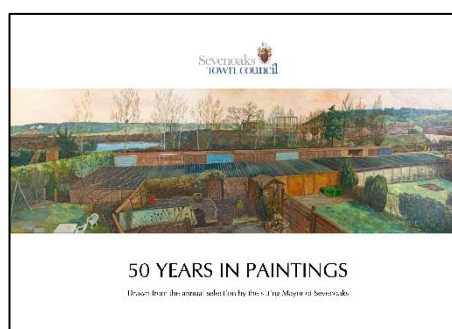
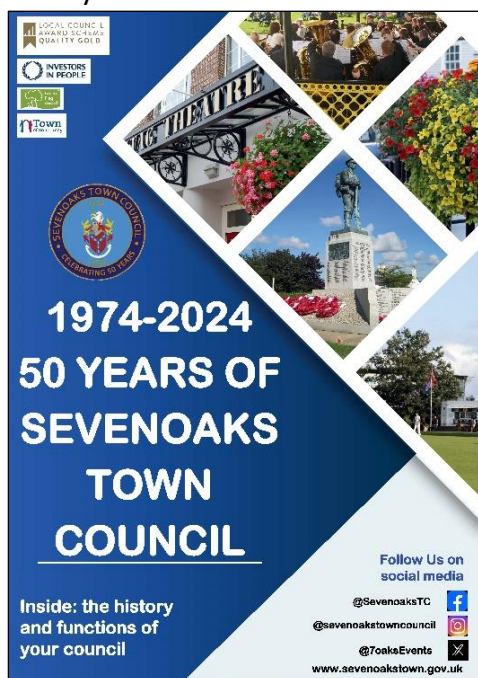


## 1. Introduction

### 50 Years of Sevenoaks Town Council 1974-2024

During the last year Sevenoaks Town Council has recognised its 50<sup>th</sup> year of providing community services and the many Councillors who do this now and in the past in an unpaid role, giving up many hours of their personal time.

A Commemorative booklet was produced and printed as part of the Summer issue of the Town Crier newsletter to depict the history of the Town Council. It is also available to pick up at the council offices.



### 50 Years in Paintings booklet

As part of the Sevenoaks Town Council 50th anniversary celebrations, a booklet of the artworks given by Sevenoaks Mayors over the 50 years was produced. Free copies were circulated at events, and a free copy can be picked up from the council offices.

The Town Council is very grateful to Cllr Victoria Granville, Lesley and Roger Lee for producing this record.



## 50th Anniversary party for the Town Council

On 22<sup>nd</sup> September the Mayor hosted an Afternoon Tea Party to celebrate the inception of the Town Council in 1974. Former Mayors of Sevenoaks and Town Councillors gathered to share memories and celebrate the 50<sup>th</sup> anniversary of the Town Council.



## Projects over the last year

The Town Council has also progressed some ambitious projects during the last year including the introduction of 20mph, the purchase of 14 acres of ancient woodland for community use as a 50<sup>th</sup> year legacy (see section 2 on **Longspring Wood**), progressing two area Masterplans and much more, all of which is detailed in this report.

Alongside new ambitious projects the Town Council has continued to maintain and provide all its community facilities and functions which ensure that Sevenoaks is a vibrant and happy place to live, work and visit. Again, this report sets out details of how this has been achieved.

## Local Government Devolution and Reorganisation proposals

As we prepare this report the government has announced Local Government Devolution and Reorganisation proposals. This will ultimately at some point see the removal of Kent County Council and Sevenoaks District Council, replaced by a Kent Strategic Authority with elected Mayor and a combined Unitary authority. The proposals have many implications for local residents, in particular relating to democratic representation and management of local functions and assets. Sevenoaks Town Council will be consulting with residents on how it may address some of these challenges

## 2. Climate Change Initiatives

In June 2024 the Town Council renewed and updated its 2021 Green Community Investment Plan which can be seen via the following link: [STC Green Community Investment Plan 2024 ADOPTED.pdf](#)

or on [www.sevenoakstown.gov.uk](http://www.sevenoakstown.gov.uk)

The Green Community Investment Plan consists of the following themes:

- Buildings
- Transport & Movement
- Making Sevenoaks Greener
- Consumption
- Information and Access to Information

Key new projects during the last year include:

### 20 mph

Following considerable public consultation Sevenoaks Town Council led and paid for the project for the implementation of a 20mph signage scheme for Sevenoaks town.

The Mayor, Cllr Libby Ancrum said:

*“As Town Councillors, we are delighted to be implementing a 20mph scheme for our town. Across the country, communities like ours are putting pedestrians and active travel to the fore with schemes like this. There is a great deal of evidence that, in urban settings, lower vehicle speeds significantly reduce accidents, improve air quality and make the community a better place to be. Perhaps contrary to expectation, there is also evidence that traffic flows are improved, too. We are very pleased that residents of the town supported the project, and we are looking forward to delivering a safer, greener Sevenoaks.”*

### Longspring Wood

An important feature of Sevenoaks is its trees. Sevenoaks is famed for its oaks but there are many other species and individual trees that are important to the character and ecology of the town.

Following a very successful public campaign and the enormous generosity of the public, the Town Council took the decision to purchase 14 acres of ancient woodland which is over 400 years old, the majority of which is also identified as a Biodiversity Opportunity Area – meaning these woods present one of the best opportunities for enhancing biodiversity.

The purpose of the purchase was to protect this important asset and enable community use for generations to come, supporting the retention of local wildlife and biodiversity and helping mitigate the effects of the climate change.





The conveyance was completed in July 2024 and a community event to thank donors arranged for September 2024. It was thought that this was a fitting project to commemorate 50 years of Sevenoaks Town Council.

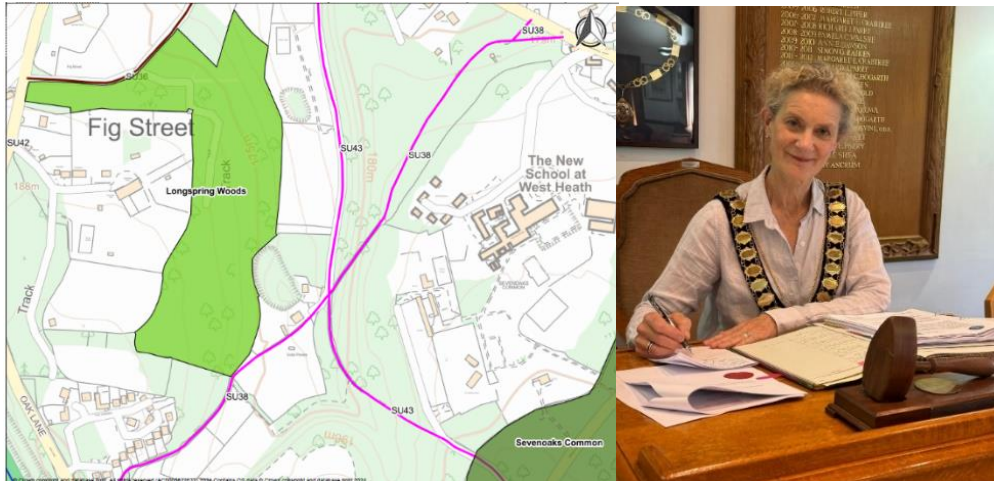
The successful campaign for Longspring Wood received a surprise message of congratulations - from His Majesty King Charles III.

Sevenoaks Town Council received the message from His Majesty the King ahead of the celebration.

The King, who is known for his support of environmental issues, sent the Royal greeting on headed paper from Buckingham Palace. It said:

***"His Majesty was deeply touched to hear of the community effort involved in preserving this ancient woodland for public use and hopes that you will be so kind as to convey The King's warmest thanks and good wishes to everyone who was part of this important initiative. His Majesty, trusts that you, the Town Councillors, and residents of Sevenoaks, will enjoy a most memorable celebration."***





The map above shows the location of the woodland which the Mayor signed the conveyancing papers on in July 2024 (see picture).

See Open Spaces section for more on the management plan for the woodlands.

### Adopt a Tree

This project continues to be popular with residents wanting to remember a loved one or celebrate a significant event e.g. special birthday or anniversary or a birth. Further details of the project can be seen via [this link Adopt a Tree Scheme - Sevenoaks Town Council](#) or on the Town Council's website [www.sevenoakstown.gov.uk](http://www.sevenoakstown.gov.uk)

### Climate Fair

Working with SCAN (Sevenoaks Climate Action Network) the Town Council enabled a second Climate Fair event to be held in May. The event was very popular and attracted a large number of the public interested in learning more about various climate improvement projects.



### Thermal Imaging Camera

In May 2024 the Town Council launched a thermal imaging camera loan scheme to enable Sevenoaks town residents to give their homes a thermal MOT. The cameras help identify cold and damp spots and where heat may be lost within a home.



As thermal imaging accuracy is dependent on weather conditions with dark, colder days being most useful to identify problem areas, Autumn saw an upsurge in bookings with November to February being fully booked. To date 37 households have borrowed the cameras. Feedback has been very positive:

“I think it is a brilliant Council Initiative.”

“Excellent Resource, Thank you for making it available.”

“I could tell which parts are low temp in our house, entry of cold air/ damp ... It's great I could borrow this and great service, Thank you very much.”

“We've just made improvements, and the images were helpful to validate”.

If you wish to borrow the Thermal Imaging Camera please check our Terms and Conditions on our website: [Borrow a Thermal Imaging Camera - Sevenoaks Town Council](#)

For more information contact: [Youthwork@sevenoakstown.gov.uk](mailto:Youthwork@sevenoakstown.gov.uk)



## Car Club

The Enterprise Car Club was launched in Sevenoaks at the Climate Fair in May 2024.

The Town Council is partnering with Enterprise which offers residents the opportunity of an hourly or daily vehicle self-service hire, via an app, as and when needed. Two hybrid vehicles, based at Bat and Ball Centre car park, are in the scheme.

Special joining discounts for Sevenoaks residents are offered and hirers only pay for any fuel they actually use. The scheme is available 24/7.

Information on the Car Club can be found on : [Sevenoaks Automated Daily & Hourly Car & Van Hire | Enterprise Car Club](#)



### 3. Community Investment Plan

[STC Comm Investment Plan 2023 2027.pdf](#)

#### Community Investment Plan 2023 – 2027

Sevenoaks Town Council does not receive any government grants or business rates. The Town Council relies on CIL (Community Infrastructure Levy) and successful external funding to progress capital projects. The current Community Investment Plan projects are

1	Masterplans for Town Centre & St John's Hill	Stakeholder workshops completed. Draft recommendations for public consultation Spring 2025.
2	Green Link Feasibility Study – cycling and walking route linking Sevenoaks and Dunton Green	Liaising with landowners.
3	20 mph Signage Scheme implementation	Completed and funded by Sevenoaks Town Council (note to areas agreed by the Joint Transport Board)
4	Pedestrian Crossing at Dartford Road near Vine	Engineering design commissioned
5	Pedestrian Crossing at Seal Hollow Road	Identified in the Highway Improvement Plan
6	Electrifying the No 8 Bus	CIL application was not successful however recommended to reapply in the future.
7	Wayfinding Signage	Project being worked up. CIL application unsuccessful, will consider other ways of funding within developments.
8	Business Improvement District (BID) development	Initial consultation with businesses taken place. Steering Group formed, progressing Business Plan to be put forward for referendum.
9	Greatness Recreation Ground – review of survey results	Greatness Recreation Ground Working Group formed. Further consultation on key projects taking place. Inviting residents to form Friends of Greatness Recreation Ground to assist with progressing projects.
10	Greatness Sports & Community Pavilion	Football Foundation application submitted January 2025; results expected April 2025
11	Refurbish St John's Hill Car Park Public Toilets	Refurbishment completed and toilets reopened April 2024.
12	Redevelop Oast House for Community Use	Feasibility Study being completed. Working with Tarmac for building to be made structurally sound. Public consultation to take place towards end of 2026, refurbishment works expected to commence 2027.



#### 4. The Mayoral Year & Civic Events

##### Mayoral Year 2024-2025



The Mayor, Councillor Libby Ancrum, was elected at the Annual Town Council meeting in May 2024.

Councillor Tony Clayton was appointed as Deputy Mayor.

At the same meeting Able Cadet Roy Newman, Westerham Sea Cadets, was appointed as the Mayor's Cadet for the 2024-2025 Civic Year.

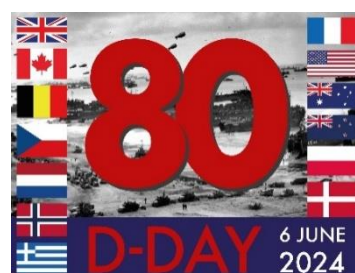
The Charities the Mayor has chosen to support during her mayoral year are:

- Sevenoaks Welcomes Refugees
- Bradbourne Riding for the Disabled Association

The Mayor has attended 101 events so far this year and the Deputy Mayor has represented her on 24 occasions.

##### D-Day 80<sup>th</sup> Anniversary Celebrations

To mark the 80<sup>th</sup> Anniversary of D-Day on the 6<sup>th</sup> June there was a concert of 40's tunes on the Bandstand attended by around 500 people after which the Mayor and other dignitaries led the procession to the war memorial for the wreath laying and then continued to the Vine Waste for the Beacon lighting.







**The Mayor, Town Crier and other dignitaries attended the Beacon Lighting**

### **Civic Service**

The Mayor attended the Civic Service at St Luke's Church on Sunday, 23<sup>rd</sup> June 2024 and Rev. Anne Bourne officiated. The Service was attended by fellow councillors, past councillors and dignitaries from around the County. Following the Service refreshments were served in the Church Hall.



### **Peppercorn Rent Ceremony**

On 29th July the Mayor attended the historic Peppercorn Rent Ceremony at The Vine.

The Vine Cricket Ground is one of the oldest cricket grounds in England. It was given to the town in 1773 by John, 3rd Duke of Dorset, owner of Knole House.

In line with tradition, each year the Vine Cricket Club pay Sevenoaks Town Council rent of one peppercorn for use of the ground and the Town Council, in turn, pay Lord Sackville one cricket ball.



## Autumn Colours

The Mayor of Sevenoaks, in collaboration with the Mayor of Swanley, hosted an "Autumn Colours" event on 17<sup>th</sup> October. This event brought together numerous civic representatives to showcase the railway route connecting Bat & Ball and Swanley. The tour included a talk on the restoration of the Bat & Ball Station and a talk and tour of Swanley Park. It served as an opportunity to highlight the history and significance of the local rail network while fostering civic engagement among the attendees.



## Remembrance Day



On Sunday 10<sup>th</sup> November 2024, the Mayor and Town Councillors attended the Remembrance Day Service and Parade at The Vine War Memorial. Members of the local cadet forces were present, together with a large contingent of scouts and guides from several local groups.

Many community organisations laid wreaths on the memorial watched by approximately a thousand people who gathered to join in the remembrance service.

Also present were Laura Trott MP, HM Deputy Lieutenant of Kent, the Lord Colgrain, Cllr Richard Streatfeild, Kent County Council representative, and Sir David Wootton, Freeman of Sevenoaks.

The Service was led by The Revd Canon Angus MacLeay of St Nicholas Church assisted by Rev Dermot Thornberry representing the free churches in Sevenoaks.





### Armistice Day

On Armistice Day, Monday 11th November 2024, the Mayor laid crosses on the War Graves at Greatness Park Cemetery and prayers were said by Fr Robin, Vicar of St John the Baptist Church.



### International Women's Day

On 7th March the Mayor hosted an event at the Bat & Ball Centre to mark International Women's Day, an annual global event which aims to celebrate the cultural, political and social achievements of women everywhere.

The event, consisting of a lunch and talks from inspirational speakers, was attended by local businesswomen who also sponsored young women from local schools to attend.



Our thanks to the following for their generous sponsorship of this event:

- Specsavers
- FM Conway
- Warners Solicitors

## Presentation of Mayoral Painting

In line with Town Council tradition, the Mayor presented a painting to add to the Town Council's Community Art Collection of local scenes by local artists which create a visual social history of Sevenoaks.

Mayor of Sevenoaks Cllr Libby Ancrum presented the picture of cricket on the Vine by Melvyn Evans at the Christmas Council Meeting on 9<sup>th</sup> December.

The painting collection from the mayors of the town includes scenes of historic venues and buildings, including buildings now demolished or greatly changed.



## 5. Bat & Ball Centre

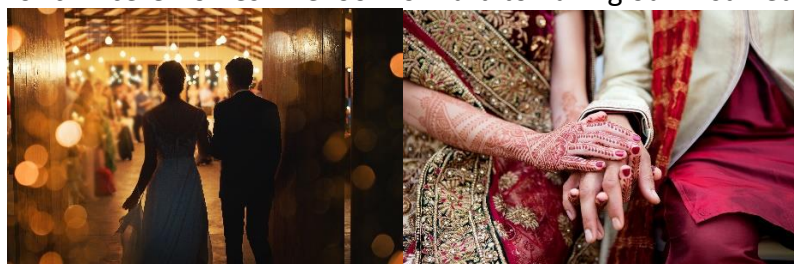


Since its reopening in 2021 following extensive refurbishment, the new Bat & Ball Centre has flourished with both regular hirers and bookings for other events. This year we have hosted a wide range of activities including wedding receptions, business conferences, training courses, meetings, support groups, faith groups, birthday and other celebration parties, children's theatre, musical events, fitness groups, and family fun activities. The weekly Tea Dance continues to thrive.



## Licensed for weddings

In July 2024 the Centre attained a licence from Kent County Council as Approved Premises for civil ceremonies. We look forward to having our first wedding ceremony at the Centre.



We continue to receive positive feedback from hirers:

*"...thank you so much for the use of the Bat & Ball John London Room on Saturday. It really is a very lovely location and several of the participants commented on that." (Go Wild! event June 2024)*

*"The centre was very clean and tidy easy access and lots of parking" (July 2024)*

*"Really lovely venue. Hosted my son's 1<sup>st</sup> birthday party here and everyone who came commented on how lovely it was! We had the bigger room which had access to the gardens which were beautiful. Everything is there as and when you need it." (August 2024)*

*"Great space for events. Very convenient access to the train station." (October 2024)*

*"Amazing atmosphere, beautiful scenery, excellent customer service and a great value for money. Highly recommend." (December 2024)*

The Multi Use Games Area (MUGA) has been widely used throughout the year for various sports and sports practice sessions and has also been hired for children's sports birthday parties.

### Harry Garrett Hall



### John London Hall



**Multi Use Games Area**



**Rear Garden**



For further information on the Centre and other room hire available, please visit our website: [https://www.sevenoakstown.gov.uk/Room & Hall Hire](https://www.sevenoakstown.gov.uk/Room%20&%20Hall%20Hire) or contact: [hallhire@sevenoakstown.gov.uk](mailto:hallhire@sevenoakstown.gov.uk)

## 6. Bat & Ball Station Building

Following the restoration of the Bat & Ball Station building, Sevenoaks Town Council has developed the building as a community facility with a range of activities for local residents and volunteers, as well as providing a beautiful heritage venue for hire.



To make enquiries about hiring the facilities at Bat & Ball Station please email: [hallhire@sevenoakstown.gov.uk](mailto:hallhire@sevenoakstown.gov.uk)



### The Forget- Me- Not-Café

The Station hosts a free dementia-friendly Forget Me-Not Café, on every last Wednesday of the month. The Forget-me-not Café is a place where anyone with some memory loss or early-stage dementia, their carers or family, may find friendship with like-minded people.

There is always a speaker or activity, refreshments and cakes, and a friendly welcome. Over the year we've had a great selection of speakers from the historical to the entertaining. Recently the Pearly King of Bromley paid a visit to talk about the history of Pearly Kings and Queens. Each session has been supported by our brilliant Forget-me-not

café volunteers Hazel, Abbi, and Nicola who have been volunteering at the café since it began. The turnout is consistently good, with around 35 people enjoying the event on average, and more coming along for certain events. Many people come every time but there are always new people joining also which is very pleasing to see.



**Gary Poleykett visited recently to talk about his life as a children's entertainer, with magic tricks and balloon modelling!**

**Here is the programme up to June 2025:**

## Forget-me-not Cafés

*Companionship over a cuppa*

**Dementia-friendly cafe at Bat & Ball Station**  
**TN14 5AP**  
**10:30am - 12noon**

Every last Wednesday of the month. Enjoy a warm welcome plus  
interesting talks and activities with refreshments. Free event.

DATES TO JUNE 2025

<u>26th February</u>	Gary Poleykett - My Life in Entertainment
<u>26th March</u>	The story of Bradbourne Lakes, John Ingram, Residents' Association
<u>30th April</u>	The History of our Sevenoaks Markets, a presentation by Cllr Tony Clayton
<u>28th May</u>	Bob Ogley - When Sevenoaks Was Bombed
<u>25th June</u>	Cafe open - Speaker to be announced soon

**Parking:**  
There is free parking at Bat & Ball Centre or free  
Blue Badge parking in the Station carpark.

Any queries please contact Helen Cook  
[Comms@sevenoakstown.gov.uk](mailto:Comms@sevenoakstown.gov.uk) 01732 459953

For more information please contact [comms@sevenoakstown.gov.uk](mailto:comms@sevenoakstown.gov.uk) or call 01732 459953 and ask for the Community Engagement Manager.



## 7. Finance

The Town Council approved a budget of £1,907,304 for 2024-25. General reserves brought forward were £514,992 (2023-24 £459,542) and earmarked reserves were £1,141,329 (2023-24 £1,112,276).

The 2024-25 Town Council budget includes income of:

- £1,437,614 from the precept paid for by Sevenoaks domestic ratepayers (council tax).
- £428,800 from fees and charges on facilities and services such as hire of community halls, Business Hub, sports pitches, markets, cemetery, Café on the Vine, rents and leases, and allotments.
- £40,890 from Council reserves (reserves allocated from the Heritage Lottery Fund to support Bat & Ball Station during initial years of opening).

The Council does not receive money from central government. As a result, it continues to be creative in the way that it funds and delivers services to the community. Capital projects for new and improved community facilities are funded from capital receipts, earmarked reserves, and grants, where possible. Earmarked reserves brought forward included £575,603 capital receipts and £160,342 Community Infrastructure Levy (CIL), income received for specific activities and projects. This money goes towards the funding of approved capital projects including the refurbishment of St John's Hill toilets, development of masterplans for the Town Centre and St Johns Hill area and lighting at the Vine area.

The Council's income streams are positive, and the Bat & Ball Centre, markets and Business Hub are seeing a growing customer base.

Inflation is impacting on the cost of services and café income; however, we do not anticipate the Council's finances to be in a deficit position at the end of the financial year. It has also been agreed to offer a concession for the Bat & Ball Station Café and The Vine Café.

At the Council meeting held on 20th January 2024, Council approved a budget of £1,997,096 for 2025-2026. This will be funded by fees and charges of £451,949 (22%) and a precept levy of £1,545,147 (77%). For an average Band D house in Sevenoaks, the precept equates to £153.67 per year or £2.96 per week (an increase of £8.34 per year or 17p per week on 2024-25).

## 8. Sevenoaks Town Council's Grants to Community Organisations

Sevenoaks Town Council continues to provide grants to local groups, who are invited to submit applications in July and December for consideration. The Council is also a major sponsor of the Stag Community Arts Centre and Sevenoaks Summer Festival.

In 2024 / 2025, the Town Council increased its budget for this to ensure that voluntary groups and organisations within the town, which provide such valuable services, were still



able to access grant funding. In setting its budget for 2025/26 the Town Council further increased its grants budget.

Cllr Tony Clayton, Chair of the Finance & Delivery Committee commented:

*“We recognise that voluntary organisations which are vital to the success of Sevenoaks as a community are under increasing pressure, and the new budget makes allowance for a bit more help for their continued services. ”*

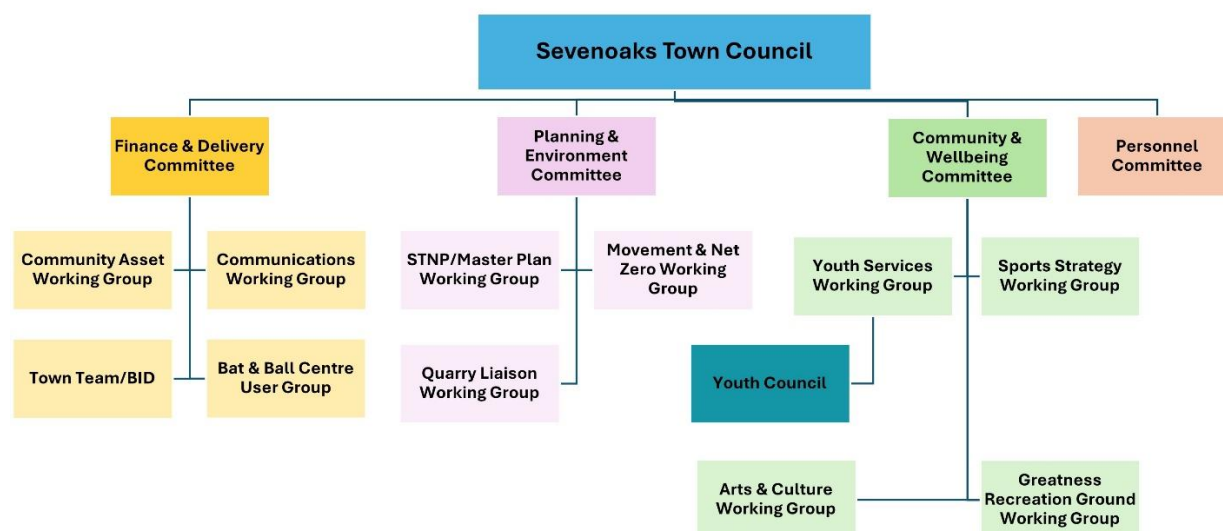
Groups which have benefited from the Town Council Grants during the year 2024-25 include:			
Sevenoaks Summer Festival	£5,000	Sevenoaks PHAB	£400
Art in June Open Studios	£250	Kent Youth Jazz Orchestra	£500
Baby Umbrella 1	£400	Baby Umbrella 2	£1,500
Friends of Pontoise	£500	Hi Kent	£1000
Friends of Rheinbach	£450	Sevenoaks Counselling	£2000
Sevenoaks Three Arts Festival	£600	Sevenoaks Three Arts, Young Musician of the Year	£650
Sevenoaks Society	£250	West Kent Mind 1	£2,500
South East Open Studios	£250	West Kent Mind 2	£1,500
Sevenoaks Bowling Club	£250	Sevenoaks Volunteer Transport Group	£1,000
West Kent Mediation	£900	MX Fencing	£1,000
We are Beams 1 (free room hire)	£1,440	We are Beams 2	£1,500
West Kent Housing Youth Services	£15,000	Spirit of Peace	£300
Sevenoaks Unit of the Sea Cadet Corps	£1,250		

Application forms and guidance notes can be found on the Town Council's [Grant Information webpage](#), with completed forms to be sent to [council@sevenoakstown.gov.uk](mailto:council@sevenoakstown.gov.uk)



## 9. Council Meetings

In May 2024 the Town Council revised its committee structure and moved from the traditional system of functional committees entirely composed of councillors to a structure of: four standing committees (in addition to the full Town Council meetings) which would make the decisions which councillors were legally accountable for, and nine working groups which would be able to develop ideas involving members of the community and stakeholders with oversight from the committees.



Most Council and Committee meetings take place on Monday evenings, occasionally on other days, and are listed on the Town Council's [Committees and Meetings webpage](#).

Agendas for meetings are available to view on the website from the Tuesday prior to the meeting. Members of the public wishing to address a committee should notify the Town Council by 12 noon on the day of the meeting.

The Town Council continues to livestream its Council and Committee meetings on [YouTube](#): recordings are retained until the minutes are adopted at the next full Town Council meeting.

The following meetings took place during 2024-25:

Date	Committee/Working Group	Date	Committee/Working Group
13.05.24	Annual Town Council	16.10.24	Greatness Recreation Ground Working Group
15.05.24	Youth Council	21.10.24	Planning & Environment
20.05.24	Planning & Environment	30.10.24	Personnel
22.05.24	Youth Services Working Group	04.11.24	Planning & Environment
29.05.24	Sports Strategy Working Group	06.11.24	Community Asset Working Group
03.06.24	Movement & Net Zero Working Group	11.11.24	Youth Services
03.06.24	Planning & Environment	13.11.24	Youth Council at HitB
05.06.24	Town Team	18.11.24	Planning & Environment

10.06.24	Finance & Delivery Committee	20.11.24	Town Team AGM
10.06.24	Town Council	25.11.24	Town Council
12.06.24	Communications Working Group	25.11.24	Finance & Delivery
17.06.24	Planning & Environment	27.11.24	Communications Working Group
19.06.24	Arts and Culture Working Group	02.12.24	Planning & Environment
24.06.24	Community and Wellbeing	04.12.24	Sports Strategy Working Group
26.06.24	Greatness Recreation Ground Working Group	09.12.24	Town Council - Christmas
01.07.24	STNP	11.12.24	Arts and Culture Working Group
01.07.24	Planning & Environment	16.12.24	Planning & Environment
10.07.24	Youth Council	18.12.24	Greatness Recreation Ground Working Group
10.07.24	Youth Services Working Group	23.12.24	Planning & Environment
15.07.24		13.01.25	Movement and Net Zero Working Group
17.07.24	Community Asset Working Group	13.01.25	Planning & Environment
22.07.24	Finance and Delivery	15.01.25	Youth Council
22.07.24	Town Council	15.01.25	Youth Services Working Group
24.07.24	Communications Working Group	20.01.25	Finance and Delivery
29.07.24	Movement & Net Zero Working Group	20.01.25	Town Council
29.07.24	Planning & Environment		
31.07.24	Town Team	22.01.25	Community Asset Working Group
07.08.24	Sports Strategy Working Group	27.01.25	Planning & Environment
12.08.24	Planning & Environment	03.02.25	Community & Wellbeing
14.08.24	Arts and Culture Working Group	05.02.25	Communications Working Group
19.08.24	Greatness Recreation Ground Working Group	05.02.25	Town Team
27.08.24	STNP	10.02.25	STNP
27.08.24	Planning & Environment	10.02.25	Planning & Environment
02.09.24	Town Council	12.02.25	Sports Strategy Working Group
02.09.24	Finance and Delivery	17.02.25	Arts and Culture Working Group
04.09.24	Community Asset Working Group	24.02.25	Planning & Environment
09.09.24	Planning & Environment	26.02.25	Greatness Recreation Ground Working Group
11.09.24	Youth Council	03.03.25	Town Council
11.09.24	Youth Services Working Group	03.03.25	Finance and Delivery
16.09.24	Community and Wellbeing	05.03.25	Youth Council at HitB
18.09.24	Communications Working Group	10.03.25	Movement and Net Zero Working Group
23.09.24	Movement and Net Zero Working Group	10.03.25	Planning & Environment
23.09.24	Planning & Environment	12.03.25	Youth Services Working Group
25.09.24	Town Team	17.03.25	Annual Town Public Meeting
30.09.24	Sports Strategy Working Group	19.03.25	Personnel
07.10.24	Planning & Environment	24.03.25	Planning & Environment
09.10.24	Arts and Culture Working Group	26.03.25	Community Asset Working Group
14.10.24	Town Council	31.03.24	Community and Wellbeing
14.10.24	Finance and Delivery		

## 10. Sevenoaks Business Hub



The Hub provides five private, lockable, office pods and a single two-person office which means that hirers can operate as if they have their own premises, leaving their IT and business papers etc. on site at all times. In the open plan area, there are 13 hot desks, which, as the name implies, means that hirers leave a clear desk each evening.

The facilities include:

- A meeting room for up to eight people
- High speed internet access
- Showers
- Kitchen/café area
- Informal lounge
- Free parking and an EV charger

Booking is extremely flexible with options from just half a day to a full month, and all bookings are renewable.

The office pods continue to be very popular. Whenever one becomes vacant then it is usually a matter of just a few days before it is re-let. There is still plenty of scope to build on the hot desk business.

The concept is to provide small businesses with good quality accommodation at low cost, and while achieving this, to make just a modest profit, and that is being achieved.



For further information, hire rates and to make a booking online visit:

[https://www.sevenoakstown.gov.uk/Sevenoaks\\_Business\\_Hub\\_40590.aspx](https://www.sevenoakstown.gov.uk/Sevenoaks_Business_Hub_40590.aspx)

## 11. Open Spaces

The Town Council is responsible for maintaining a diverse portfolio of open spaces and facilities, including public open spaces such as Greatness Recreation Ground, Vine Gardens and Sevenoaks Common; play areas at Pontoise Close, Hillingdon Rise, and Mount Close; rugby and cricket pitches at Knole Paddock and Raleys Field; the War Memorial; Greatness



Cemetery; Allotments; Sevenoaks Markets; and public toilets at Vine Gardens, St Johns Hill and Greatness. More details available on the [Services webpage](#) of the Town Council's website.

## The Vine

Vine Gardens continue to host a range of events in the heart of the Town. In 2024 we hosted the 2<sup>nd</sup> Sevenoaks Climate Fair, bringing together parties interested in a sustainable future for our town and planet; an example of the exhibitors was a repair workshop for small electricals and electronics such as games consoles.

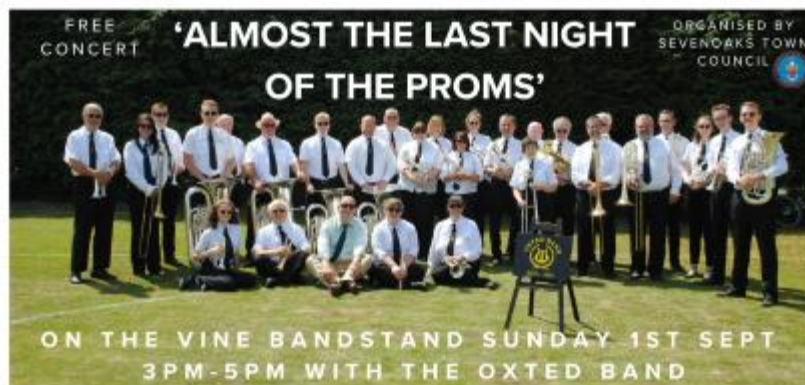
Other regular events are two Vegan Markets a year, the Sevenoaks Beer Festival, children's theatre shows, community choirs, the annual art display on the railings by Sevenoaks Art Club, Sevenoaks Summer Festival activities, Christmas Carols on the bandstand, and our usual programme of free Music on the Bandstand during the Summer.

## Music on the Bandstand

The traditional series of free music at the Bandstand continued with three Sunday performances as part of the Sevenoaks Summer Festival in June/July, and a further 12 during the school summer holidays (Thursday evenings and Sunday afternoons). A wide range of music included concert bands, classical quartet, soul music, saxophone band, dance band, local choirs and solo singers.



The series culminated with a rousing performance from the Oxted Band



### Vine Green Flag Award



In 2024, The Vine was re-accredited its Green Flag status for its 8<sup>th</sup> consecutive year. The park was amongst 184 parks and green spaces across the South East to receive this prestigious recognition.



### Raleys Field and Knole Paddock

Both fields continue to be used by the Sevenoaks Rugby Club, two football clubs and various cricket clubs.

The Raleys Field training pitch had to be taken out of use for one season to allow enhanced renovation.

## **New Open Space: Longspring Wood**

The purchase of this addition to the Open Spaces portfolio was the result of an appeal for funds, launched in January 2024, which had a magnificent response from the Sevenoaks community. Pledges came in from £5 upwards, many at £100, £1000, and larger pledges of £5,000, £10,000 and £50,000.

Local residents pledged more than £100,000 in 23 days! The Town Council matched this with £100,000 from its funds from a previous sale of land, which needed to be spent on Capital Projects including acquisition of land.

The Town Council is preparing a Management Plan for the ongoing sustainability of the woodland, and a community engagement plan.

The long-term goal is to improve links between Longspring Wood and Sevenoaks Common and to extend walking and cycling routes and trails around the town. The land could be used to increase biodiversity and protect the landscape in this area of Outstanding Natural Beauty.

## **Sevenoaks Common**

A final capital project paid for by the Greensands Project, where two areas were identified for drainage works, was completed improving access on footpaths.

## **Greatness Recreation Ground**

2024 saw the establishment of the Greatness Recreation Ground Working Group comprising Town Councillors, stakeholders, and residents. The group's aim allows for discussion regarding the results of the Greatness Recreation Ground Survey and potential improvements such as the new Football Pavilion and possible relocation of the play area and outdoor gym.

## **Friends of Greatness Recreation Ground**

Due to the renewed investment in the Greatness Recreation Ground in the next few years, the Town Council also created the Friends of Greatness Recreation Ground to invite contributions and ideas from residents on matters such as community events, tree planting and sports facilities.

*If you are a resident or part of a local relevant organisation with a material interest in the proposals for Greatness Recreation Ground, and you would like to be included in the Working Group or the Friends of Greatness, please contact: [osl@sevenoakstown.gov.uk](mailto:osl@sevenoakstown.gov.uk) or call 01732 459953.*



## Sevenoaks Town Football Club – New Football Pavilion

The initial plans for the New Football Pavilion have been value engineered to reach an achievable budget. A grant application has been submitted to the Football Foundation and a decision is expected in April 2025. Confirmation of project start date is pending.

## Tree Planting

Sevenoaks Town Council has a policy to plant trees throughout the town and to include fruit and nut trees where possible. Examples of trees planted this year include a Rowan at Pontoise Close, a Cherry in the Vine Gardens and a Crab Apple on the Vine Waste.

## Adopt a Tree

The Council runs the Adopt a Tree programme which encourages people to purchase or adopt a tree as a gift for a significant occasion or as a memorial for a loved one. Trees can be planted on over 15 Council owned sites including Raleys Field, Sevenoaks Common and Julians Meadow.

For more information, please see our [Adopt a Tree Scheme webpage](#) or email: [osl@sevenoakstown.gov.uk](mailto:osl@sevenoakstown.gov.uk) call 01732 459953.



## Tree Health and Safety

The year saw a further increase of dead wood and dead/dying trees which needed to be attended to, this was partially caused by a greater occurrence and strength of storms as well as tree disease.

## Allotments

Sevenoaks Town Council currently manages two allotment sites: Bradbourne Vale and Quakers Hall. Both sites offer plots of varying sizes, ranging from quarter plots to whole plots of approximately 250 square metres which have been historically designed to feed a family of 4 for a year. Bradbourne Vale allotments has about 35 plots whereas Quakers Hall allotments site is considerably larger and offers seven times more plots at a whopping total of 250.







The Sevenoaks Allotment Holder's Association is the heart of the Quakers Hall Allotments with the trading centre being a longstanding hub for cooperation and friendly advice.

The community has enjoyed and continues to participate in numerous events such as the monthly 'Mug and Muffin' and the popular 'Apple Pressing Sunday' held every year in Autumn.

Due to the increasing challenges facing us from climate change and inflation, having an allotment can play a significant role in the fight to preserve our environment and allows us to become more cost-effective. Being in the outdoors is also vital for our mental health; it can be a source of solace in times of stress - so the benefits don't stop!

In September 2024 we welcomed the Community Payback team who had been tasked with clearing and preparing vacant plots for potential tenants. Approximately 10 plots have been cleared by the team so far and all cleared plots have been rented.

The team's weekly visits to the Quakers Hall site has been a great success and an extension of the scheme to cover the Bradbourne Vale allotment site has been requested.

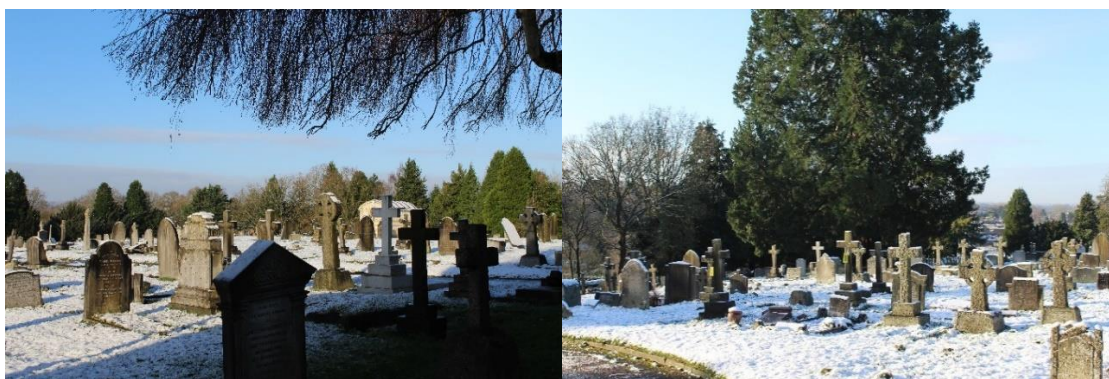
Both allotment sites currently have a waiting list, and waiting times vary throughout the year. If you or anyone you know is interested in taking on an allotment, please contact the Allotments Officer at [allotments@sevenoakstown.gov.uk](mailto:allotments@sevenoakstown.gov.uk) or call 01732 459953.

Happy Gardening!

### **Greatness Cemetery**

Greatness Cemetery continues to provide a popular and peaceful refuge for the bereaved of all faiths and denominations. The site has a fine collection of mature trees from the old parkland estate and the Grade II listed Kraftmeier Mausoleum. In May 2024, Memorial Stability Testing was carried out which identified that 109 headstones needed repairs. The Council has contacted the Grave Right's holders of these headstones and asks that more relatives get in contact with the Council to discuss the process.





## South & South East In Bloom Awards 2024



## Sevenoaks Wins Gold! Again!

It has been another spectacular year for Sevenoaks in the South & Southeast in Bloom awards. The town has received Gold Awards for the Town Centre, The Vine, and Upper High Street Gardens and for the first time The Vine won the accolade of **Best in Class** for parks in the region.

HOUSE in the Basement Youth Café was also recognised and awarded 'Thriving' once again in the 'It's Your Neighbourhood' entry.







In January 2025 it was officially announced that Sevenoaks has been chosen to represent the South & South East region in the 2025 RHS Britain in Bloom UK Finals in the Town Centre category.

#### Britain in Bloom 2025



Sevenoaks is one of just four finalists in its category.

Our entry for Britain in Bloom 2025 is themed 'Celebrating Bugs'. The signature colours for Sevenoaks this year will be purple and blue, with flashes of white and yellow, and the theme is Celebrating Bugs. Edible plants and herbs will be planted, and flowers for pollinators.

Britain in Bloom judges will visit in the summer of 2025 with the winners of each category announced at an awards ceremony in October.



So far volunteers are already knitting and crocheting bees and bugs for display, schools have been invited to paint ladybird rocks and to produce outdoors artworks or sculptures.

The Town Council is asking for volunteers to weed and water planters in the town centre, and to help with Tidy Up days.

For more information or to get involved, visit the Britain in Bloom page on our website [www.sevenoakstown.gov.uk](http://www.sevenoakstown.gov.uk) or email the Community Engagement Manager on [comms@sevenoakstown.gov.uk](mailto:comms@sevenoakstown.gov.uk) or call 01732 459953.

Sevenoaks Town Council is thankful for the continued invaluable contribution of volunteers and members of the community in creating and maintaining an environment for all to enjoy in the heart of Sevenoaks.

### **Roadside Advertising and Highway Banners**

The Town Council enables local community organisations to advertise events in the town via a highway banner or roadside boards, subject to terms and conditions, for a maximum period of two weeks. This restriction enables more local community members to advertise their events during the year. For more information contact: [council@sevenoakstown.gov.uk](mailto:council@sevenoakstown.gov.uk)

## **12. Sevenoaks Markets**

Sevenoaks Town Council manages the following Sevenoaks Markets:

- Wednesday High Street Market - 8am to 2pm
- Saturday High Street Market - 9am to 4pm
- Saturday Bligh's Market - 9am to 4pm
- Bligh's Christmas Market - 9am to 4pm (every day for the two weeks prior to Christmas)

In December 2024, the Wednesday traders welcomed a trial relocation of the market from Buckhurst Lane Car Park to the High Street. The move has freed approximately 70 parking spaces in the town and will hopefully increase the market's visibility.

### **Coverage in ITV Meridian News**

On 12<sup>th</sup> January 2025 Sevenoaks celebrated the milestone of 100 years since the citizens of Sevenoaks Town bought the rights to their market, along with the Market Place where the Saturday and Wednesday High Street markets take place. On January 7<sup>th</sup> ITV Meridian visited to film a piece which went out on the news on January 8<sup>th</sup>, interviewing market traders who had been at Sevenoaks market for more than 40 years!






A market town for over 1,000 years  
Support local traders and makers

## SEVENOAKS MARKETS

### WEDNESDAYS & SATURDAYS

HIGH STREET & BLIGH'S WALK, SEVENOAKS

 <p><b>YOUR LOCAL MARKET</b></p>		
<p><b>Wednesday</b> 8am to 2pm High Street outside the Chequers Fruit &amp; veg, fresh fish, bread, cakes &amp; plants</p>	<p><b>Saturday</b> 9am to 4pm Bligh's Walk in Bligh's Meadow Artisan crafts, cheeses, bread &amp; baked goods</p>	<p><b>Saturday</b> 9am to 4pm High Street outside the Chequers Fresh foods, breads, cakes &amp; plants</p>

Sign up for our Town Crier newsletter at [www.sevenoakstown.gov.uk](http://www.sevenoakstown.gov.uk) 

The Town Council is committed to maintaining and developing the markets in Sevenoaks Town, reflecting its Market Town status.



## 13. Community Events

### Christmas Lights Switch On

The Town Council was pleased to hold its traditional Christmas Lights Switch On event on 30<sup>th</sup> November. This year the event was moved from a Friday evening to a family-friendly daytime Saturday afternoon slot from 3pm to 5.30pm, proving popular with families and businesses.

One resident expressed their appreciation of the change:



*"I would like to just say how great the Christmas light switch on was yesterday... The timing was ideal as the little ones could enjoy the event before it got too dark and busy with adults/older children. It also really gave the local shops a fantastic opportunity to be seen by everyone. I'm really glad we have such lovely events in Sevenoaks that bring all the families together, thank you!"*



A spokesperson for Bligh's Meadow posted: *"How magical was the Sevenoaks Light Switch On? It was wonderful to see the community come together to celebrate."*



Around 6,000 people came to enjoy the live entertainment on stage which included schoolchildren singing carols, Elsa, Anna & Olaf from Frozen, cast members from the Snow White Panto at the Stag Theatre, Old School Samba Drummers & local favourite, singer Robbie White.

Other activities included fairground rides and games, food and charity stalls, a free Santas' Grotto with tap dancing elves, a Christmas nativity character trail, a fire engine – and even some baby dinosaurs!

The Lights were switched on at 4.30pm by the Mayor with the help of the Panto cast.



We would like to thank all the volunteers who gave their time to help us deliver this very special event.

Our thanks to the following sponsors for their generous contributions:

- Specsavers
- Bluebird Care
- Manak Solicitors
- Bligh's Meadow

Thanks also to Berry & Lambert Solicitors for their donation towards the Christmas Lights.

## 14. No.8 Bus

In September 2020 KCC agreed to provide two years' funding and operate the No 8 bus. The purchase of an electric No 8 bus is within the Town Council's Number 1 Priority of addressing climate change. The Town Council has campaigned for the continuation of this and other bus services. In November 2023 the Town Council submitted a bid for funding to the District Council's Community Infrastructure Levy Board for the purchase of an electric bus. The bid wasn't successful however the Town Council was invited to re-apply with some modifications to its application.

## 15. Town Twinning

Sevenoaks is twinned with Pontoise in France and Rheinbach in Germany. The Town Council continues to support both town twinning associations. The Friends of Pontoise and the Friends of Rheinbach promote cultural understanding and exchange visits, and welcome new members. For more information, please visit their websites:

[www.friends-of-rheinbach.org.uk](http://www.friends-of-rheinbach.org.uk)  
[www.friendsofpontoise.com](http://www.friendsofpontoise.com)

There has also been some interest in developing a twinning with Ceto in Italy and this is currently being researched. If you would like to get involved with a new Twinning Association for Ceto, please contact the Community Engagement Manager at [comms@sevenoakstown.gov.uk](mailto:comms@sevenoakstown.gov.uk) or call 01732 45

## 16. Youth Provision



The Youth Services Working Group oversees the management and development of the HOUSE in the Basement Youth Café (known as HitB). It is a safe space for young people to relax, meet with their friends, make new friends, get information and

advice and support with homework, and take part in a range of activities including music, art projects, chess, pool, board games and video games. Low-cost hot meals are available. For more information on House in the Basement check out our website: [House in the Basement Youth Cafe](http://House in the Basement Youth Cafe)

The Youth Café is open:

Tuesday 1:30- 3:30 pm (Moving Forward Project

Tuesday 5.00 - 8.00 pm (SEN Club)

Wednesday & Friday 4.00 – 8.00 pm

Saturday 2.00 – 8.00 pm.

The manager, Daren Mountain, is supported by youth workers and volunteers from Sevenoaks Area Youth Trust. During the last year HitB has seen a steady increase in attendees. November and December proved to be the busiest months of 2024, with over 200 young people visiting.

HitB is very grateful to the following organisations for grants received in 2024:

Organisation	Reason for Grant:	Grant Award
National Lottery Awards for All	Staff salaries at HITB	£10,000
Helping Hands	SEN evenings	£2,000
DVCRP - Rail Safety	HITB for delivering rail safety sessions	£2,000
SDC - Cultural Grant	To fund photograph lessons at HitB (camera and external instructor)	£1,000
Kent Youth Trust	Contribution towards three new gaming computers	£1,000



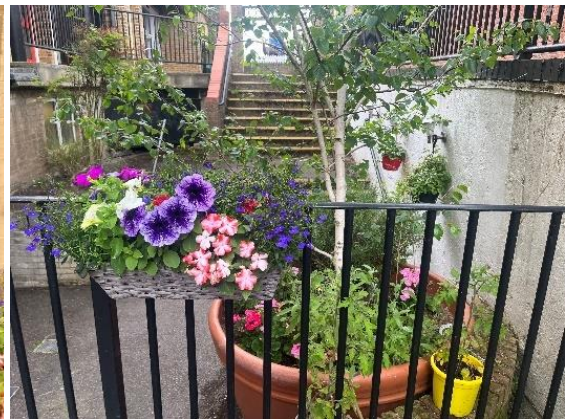
Over the course of the year, a wide range of events, activities and trips were held, including:

- Talks by some amazing organisations, such as:
  - Andy Watson, Kenwood Trust,
  - PCSO Tim Darling, Kent Police
  - Sarah & Ceri, West Kent Mind
- Regular arts and crafts, rock painting, nail art nights, Designing Your Perfect Planet competition, and monthly Pool and Darts Competitions.
- The launch of the NEET (Not in Education, Employment or Training) Project
- Joint detached work with West Kent Housing Youth Services
- Attendance at International Women's Day Lunch on 8<sup>th</sup> March
- Girls' skateboarding sessions provided by Samsara Sport and funded by Sevenoaks Town Council.
- BBQ with food provided by the wonderful team at Perfect Cuisine
- HitB inflatable dartboard at Greatness Family Fun Day
- Joint dance classes with West Kent Housing at the Stag Plaza suite
- Visit and photography session at the Kent Wildlife Reserve
- Trip to Broadstairs attended by 40 young people, accompanied by both HitB and West Kent Housing youth workers
- Skateness Skate Jam in August
- Outreach work to local schools and detached youth work at the Sevenoaks Climate Fair, Sevenoaks Bike Festival, Childrens' Robin Hood theatre show, skateboard events and Christmas Lights Switch On
- Return of Open Mic Nights at House in the Basement
- Very popular Christmas Party, with food being provided by Perfect Cuisine.

During 2024 several young people completed their Bronze Duke of Edinburgh Volunteering sections with HitB and students from local schools took part in work experience placements.



Finally, HitB entered the ***"It's Your Neighbourhood"*** category for South East in Bloom 2024 and was delighted to receive the Level 4 Thriving award!!



## Sevenoaks Youth Council

Sevenoaks Youth Council meetings are held approximately every six weeks in either the Town Council Offices or the HOUSE in the Basement Youth Café. Since its inception in 2009, the Youth Council has been a valuable forum for initiating and developing ideas and events and raising awareness of issues of concern for young people in Sevenoaks. All young people aged 11 to 17 who live or attend school within a 5-mile radius of Sevenoaks Town are welcome to attend. Meetings are generally held at 6 pm on Wednesdays.





On the 21<sup>st</sup> of September three Youth Councillors attended the Sevenoaks Bike Festival holding a bake sale to raise money for their nominated charity “Friends for Families.” Friends for Families is a local organisation that works with Children’s Services to support families facing financial hardship within the community.

Being a Youth Councillor is an opportunity to gain an insight into local democracy, to provide a voice for young people in our town, and to work

together and make a real contribution to your local community. If you are interested in joining please visit our [Sevenoaks Youth Council website](https://www.sevenoakstown.gov.uk/youthwork) or contact: [youthwork@sevenoakstown.gov.uk](mailto:youthwork@sevenoakstown.gov.uk)

## Other Youth Activities

### Skateboarding Sessions for Girls

The Town Council arranged for Samsara Sport to provide a series of girls' skateboarding sessions that took place every Thursday over 6 weeks in April/May. Each Thursday had two sessions for different ages (7-12 and 12-17). All ten of the spaces for these sessions were completely booked along with the waiting lists for the sessions.



### Robin Hood Rescues the Forest



On the 5<sup>th</sup> of May 2024 as part of Sevenoaks Town Council’s 50-year celebrations, a children’s theatre production of “*Robin Hood Rescues the Forest*” was performed by Aesop’s Theatre Company at Vine Gardens. The pending purchase of Longspring Wood by Sevenoaks Town Council and the residents of Sevenoaks was masterfully woven into the story to make it more relevant to current events within Sevenoaks Town.

### Play Provision

Over the Summer Holidays, Sevenoaks Town Council hosted a range of different free summer activities for young people of various ages at a variety of locations around the town.

## Family Fun Day

The Town Council hosted a Sevenoaks District Council funded Family Fun Day at Greatness Recreation Ground in August and added a number of additional attractions including baby dinosaurs, a variety of fairground attractions like Hook a Duck and Coconut Shy provided by West Kent Housing, and an inflatable dart board provided by the House in the Basement Youth Café. Around two hundred people flocked to the event in brilliant sunshine with slushies and candy floss on hand for refreshments.



## Children's Theatre Shows

We were pleased to provide our popular free children's theatre shows again during August at: Bat & Ball Centre, Pontoise Close Play Area, Greatness Recreational Ground and Vine Gardens. This year's production was Wind in the Willows performed by the talented Cats Grin Theatre Company.

Despite one wet weather day, the shows were well attended with approximately 350 people attending over the course of the week.





## Sevenoaks Skate Jam - 23<sup>rd</sup> August

We were delighted to received sponsorship from Kent County Council, Sevenoaks District Council and West Kent Housing to fund a skateboard, BMX, and scooter event at Greatness Skate Park this year.

The event was provided by King Ramps who provided pro-skaters, BMX riders and TJ and Austin Terry, who had been seen on Britain's Got Talent, demonstrating their daring scooter tricks. The Kent Fire and Rescue Service was in attendance talking to young people about careers within the Fire Service along with Andy from Kenwood Trust talking to young people about making the right life choices regarding substance abuse and other issues that can negatively affect their quality of life. House in the Basement youth workers engaged with young people throughout the event. Over 100 young people attended.



## Skateness - 1<sup>st</sup> November



Further skateboarding activity took place during the Autumn Half-term as Sevenoaks Town Council and Sevenoaks District Council funded Samsara Sport to once again take to the slopes of Greatness Skate Park and provide three sessions over the course of one day with the help of House in the Basement staff.

The two mixed sessions for 8-12s and 11-17s and the girls' session for 11-17s were all fully booked.

## 17. Planning

### Planning & Environment Committee

Sevenoaks Town Council is a Statutory Consultee to the Local Planning Authority, Sevenoaks District Council, on planning applications received within Sevenoaks Town area. As such, it is consulted for its **recommendation** on most types of planning applications, which primarily consist of Full, Householder, Listed Building Consent, Advertising, Minor Material Amendments and Variation of Conditions. The Planning & Environment Committee's recommendations help to inform the District Council's decision on whether to approve or refuse a planning application by adding a local perspective.

The Planning & Environment Committee meets every two weeks to discuss planning applications submitted within the Sevenoaks town area, and a wide array of associated planning matters.

The Committee actively seeks to maintain and enhance the positive features of Sevenoaks town, while promoting sustainable growth to help maintain the long-term economic and social stability of the town.

Meetings are open to the public, who are able to register to speak on either an item or planning application on the Agenda, or on any other related planning matter.

Planning & Environment Committees are held primarily at the Town Council Chambers, although the Bat & Ball Centre may be used as an alternative for meetings when a larger number of public is expected to attend. The venue will always be announced on the Planning & Environment Committee Agenda, which is published on the Tuesday preceding each meeting.

Meetings are live-streamed and uploaded onto YouTube, where they remain available for public to watch until the Minutes of that meeting have been ratified by the next meeting of the Town Council. This audio-visual feature also allows for hybrid meetings, so Committee members or registered speakers and/or presenters may attend virtually. Members of the Committee attending via Zoom may take part in discussions but are not permitted to vote on matters under consideration, as they do not legally constitute as being 'present' at the meeting.

### Planning Applications

During 2024/2025, the Town Council will have commented on circa 335 planning applications submitted within the Sevenoaks Town Council area. It has supported Sevenoaks District Council in its refusal of applications via a number of virtual and in-person representations at the Development Management Committee.

## Public Consultations

In addition to its role as a Statutory Consultee on planning applications within the Town, Sevenoaks Town Council also considered and made representation on the following key public consultations:

- The Government's proposed revisions to the National Planning Policy Framework and planning system
- Sevenoaks District Council's proposed early design concepts for Land East of High Street, Sevenoaks Town Centre
- Sevenoaks District Council and Kent County Council's amended joint proposals for an East to West Walking, Wheeling and Cycling route
- Transport for South East survey on the future of transport needs for the region
- Kent County Council's draft Local Transport Plan
- Kent County Council's draft Minerals and Waste Local Plan
- Sevenoaks District Council's revised planning validation requirements list
- Sevenoaks District Council's early ideas for a small business park at Otford Road, including four small industrial units and a drive-through café
- Sevenoaks District Council's proposals for the future of household waste collections

## Assets of Community Value

The Right to Bid is a national process which allows voluntary and community groups as well as town/parish councils the opportunity to nominate local land and buildings to be included on a list of "assets of community value". The purpose of this is to give local community groups the opportunity to purchase the land by delaying its publication on the open market via a "moratorium". It was via this process that Longspring Wood was acquired by the Town Council, following its registration as a Community Asset in September 2023 and raising of funds during the moratorium period.

Sevenoaks Town Council has submitted a number of Community Asset nominations over the years, with the following additional applications having been pursued during the last year. Each successful listing will last 5 years from the date of its approval:

- Bradbourne Vale Road horses field – successful as of 10<sup>th</sup> October 2024
- Adult Education Centre – successful as of 25<sup>th</sup> September 2024
- Scouts 3<sup>rd</sup> Scout hut (Heathfield Road) – successful as of 17<sup>th</sup> September 2024
- Heathfield Road allotments – successful as of 4<sup>th</sup> September 2024
- Watercress Drive play space – successful as of 15<sup>th</sup> May 2024
- Otford Road Council bin depot – unsuccessful as of 31<sup>st</sup> July 2024
- Bus Station building – pending nomination
- Scouts 1<sup>st</sup> Scout hut (Oakhill Road) – pending nomination
- Sevenoaks Hospital – pending nomination
- Post Office / Sorting Office – pending nomination
- Sevenoaks Bus Station, Café and Public Toilets – pending nomination
- Sevenoaks Leisure Centre – pending nomination

- The Shambles – pending nomination
- Woodland opposite No's 36-74 Hillingdon Avenue – pending nomination
- Mill Pond – pending nomination
- West Kent Mind premises at 28-34 St John's Road – pending nomination

For an asset to be listed, it must be demonstrated that its main use now, or in recent past, contributes to the social wellbeing or cultural, recreational or sporting interests of the local community – and that this use will continue.

*The listing of an Asset does not oblige the owners to sell only to local groups or those that submit an offer, nor does it prevent the asset from being purchased by private owners on the open market after the moratorium period. It also does not prevent the asset from being redeveloped by the existing landowner, as there is no requirement under government legislation for Local Planning Authorities to give an asset's listing material weight.*

## **Sevenoaks Town Neighbourhood Plan (STNP)**

The Sevenoaks Town Neighbourhood Plan (STNP) is a local planning policy document created by Sevenoaks Town Council in collaboration with local organisations, businesses, and residents, and was adopted, or “made” by the Local Planning Authority (Sevenoaks District Council) in May 2023. It now forms part of the local development framework and is used by Sevenoaks District Council's Planning Officers in their appraisal of planning applications in Sevenoaks Town. It has also helped Planning Inspectors to decide the outcome of various local appeals, adding weight to the local development framework.

Monitoring of the STNP is done via the STNP / Masterplan Working Group, which receives reports on how the STNP's Aims and Policies have been applied to planning applications within the Town. Also within this Group's remit is to review actions and future projects identified within the STNP or the Town Council's Masterplans and make recommendation on how these should be prioritised by the Town Council.

Membership is fluid and open to any local business or organisation within Sevenoaks Town who wish to be represented and have a say in future projects to improve Sevenoaks.

The STNP will be kept up to date via a Review, to take place 5 years from the date of its adoption (23<sup>rd</sup> May 2023). This will be fed into by Annual Reports, the first of which was published in May 2024, following approval of the STNP / Masterplan Working Group and the Planning & Environment Committee. Copy of the first Annual Report, which includes recommended actions and 5-year-review amendments proposed by the Working Group is available via [this link](#).

Further information, as well as Agendas and Minutes of the STNP / Masterplan Working Group can be found via [this link](#).



## Masterplanning

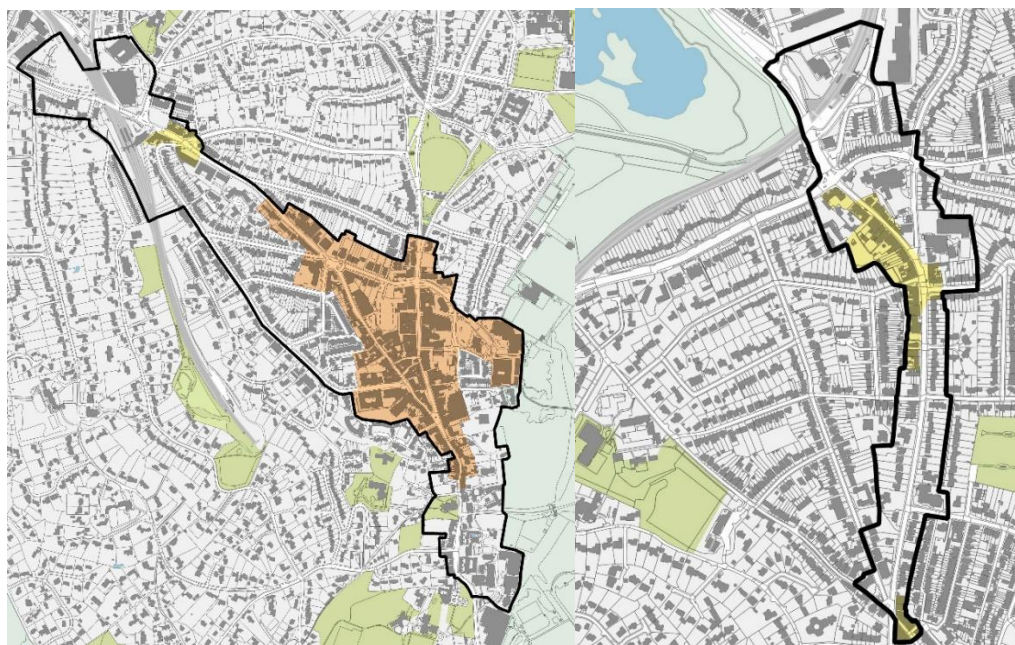
In early 2024, Sevenoaks Town Council commissioned Urban Initiatives in collaboration with Urban Movement to produce two spatial vision documents to explore key development and improvement opportunities for the two key neighbourhood centres of Sevenoaks Town Centre and the St John's Area. Once completed and approved, these proposed Masterplan documents can be used by the Local Planning Authorities as well as developers to guide where and what development should take place in order to maximise spatial and public benefit.

Building upon work previously completed in the Sevenoaks Town Neighbourhood Plan, the two Masterplans will identify key opportunities for future development – including design guidance, enhancements to cultural attractions, improvements to the pedestrian environment, any potential traffic mitigation measures and opportunities for greener infrastructure to enhance the biodiversity of the areas. The key purpose is to set out a clear vision - informed and endorsed by local people - for what future development should look like within the Town.

Public Consultation exercises for the draft St John's Hill Area Masterplan is due to take place throughout March 2025, including a survey, consultation boards at key locations, and an information stand at the Annual Town Public meeting on 17<sup>th</sup> March 2025.

This is separate to the still pending consultation on the draft Town Centre Masterplan, which has been temporarily delayed due to potential impact of the Local Government Reorganisation on the ownership of significant Town Centre assets. Consultation on the Town Centre Masterplan is expected Summer 2025.

Following each respective consultation, our consultants will then prepare the final Masterplans, taking into consideration responses received during the consultation.



## **New 20MPH Speed Limits in Sevenoaks Town**

Delivery of the Sevenoaks Town 20mph signage-only scheme was completed September 2024, with installation works by Kent County Council and funding from Sevenoaks Town Council. The scheme was funded via Community Infrastructure Levy payments received by the Town Council from local developers.

This was the culmination of a lengthy process, whereby initial consultation on a wider scheme was held by Kent County Council in September 2022, revision of the original scheme was completed by a Working Group made up Sevenoaks District Council's Joint Transportation Board, and consultation on the resulting scheme was conducted by Sevenoaks Town Council as scheme promoter. On receipt of a vote in favour of the 20mph proposals, Sevenoaks Town Council recommended to the Joint Transportation Board, as well as Kent County Council's Portfolio Holder that it be approved in full, with site visits also having been attended with County Council staff to discuss measures which could increase compliance.

Final decision as to the extent of the scheme and its approval was made by the Portfolio Holder for Kent County Council, who deferred to the Joint Transportation Board's recommendation to remove St John's Hill / Dartford Road, Mount Harry Road, Hitchen Hatch Lane, and St Botolph's Road from the scheme. Sevenoaks Town Council has since requested inclusion of these roads as well as an extension on Seal Hollow Road and Tonbridge Road via a second phase of the 20mph speed limit project to its Highway Improvement Plan.

## **Sports Strategy Review**

In 2015, Sevenoaks Town Council published its Sevenoaks Town Sports Strategy, which was created as part of the evidence base for the STNP and made recommendations on key projects to improve sports provision within Sevenoaks Town. This document has since resulted in over £1.2 million being invested into sports provision for the Town, with most of the priority projects having since been delivered.

In October 2023, Sevenoaks Town Council created a Sports Strategy Working Group comprising representatives of local sports clubs, organisations and groups to review and update this document in collaboration with the Town Council. Work on this document continued throughout 2024, and the draft second Sevenoaks Town Sports Strategy is currently being processed through Sevenoaks Town Council's Working Group and Committee system in order to approve and adopt the document. Once this process is complete, the final published document can be used by local sporting clubs, organisations and groups to support grant funding applications for improved and new sports provision within the Town.

Further information, as well as Agendas and Minutes of Sevenoaks Town Sports Strategy Group can be found on the [Working Group's webpage](#).

## Highway Improvement Plan

Kent County Council's Highway Improvement Plan scheme provides local town and parish councils the opportunity to request and receive support in progressing their top priorities for highway improvements. Sevenoaks Town Council continues to work with Kent County Council staff as well as Local Member Kent Councillor Richard Streatfeild on its Highway Improvement Plan, with a revised Plan having been submitted to Kent County Council in August 2024.

Investigation as to which priorities could be delivered, as well as how, remains in progress by Kent County Council staff, with any updates on this to be published via the Planning & Environment Committee Agendas.

Copy of the most recent version of STC's Highway Improvement Plan is available to view via the link at the bottom of the [Planning & Environment Committee's webpage](#), with any updated versions to be uploaded underneath.

## Speed Indicator Device

In February 2023, Sevenoaks Town Council invested in a Speed Indicator Device (SID) to be installed and periodically moved between the below three locations within Sevenoaks Town. The purpose of this device is to reinforce the 30mph speed limit in roads near schools which had been identified by the previous term's (2019-2023) Town Councillors as being especially prone to speeding:

- Bradbourne Vale Road near the entrance to the riding school (facing West)
- St Johns Hill near the Church (bidirectional)
- Brittains Lane near Beaconfields (bidirectional)

The equipment remains in each of its five allocated positions for 8 weeks each before being moved to the next location. This is in order to comply with traffic sign regulations, with the added benefit that it limits the effects of "sign blindness". Also known as "inattentive blindness", this can occur when a driver sees the same traffic signs every day, and therefore stops being as aware of and adhering to them.

**The following schedule for when and where the SID will be located is outlined below, and will be reviewed again in May 2026:**

St Johns Hill near Holly Bush Lane SOUTH (affecting North-bound traffic)	18 <sup>th</sup> December 2024 – 12 <sup>th</sup> February 2025
Brittains Lane by Beaconfields facing NORTH (affecting South-bound traffic)	12 <sup>th</sup> February 2025 – 8 <sup>th</sup> April 2025
Brittains Lane by Beaconfields facing SOUTH (affecting North-bound traffic)	8 <sup>th</sup> April 2025 – 4 <sup>th</sup> June 2025
Bradbourne Vale Road facing WEST (affecting East-bound traffic)	4 <sup>th</sup> June 2025 – 30 <sup>th</sup> July 2025



St Johns Hill near Holly Bush Lane NORTH (affecting South-bound traffic)	30 <sup>th</sup> July 2025 – 24 <sup>th</sup> September 2025
St Johns Hill near Holly Bush Lane SOUTH (affecting North-bound traffic)	24 <sup>th</sup> September 2025 – 19 <sup>th</sup> November 2025
Brittains Lane by Beaconfields facing NORTH (affecting South-bound traffic)	19 <sup>th</sup> November 2025 – 14 <sup>th</sup> January 2026
Brittains Lane by Beaconfields facing SOUTH (affecting North-bound traffic)	14 <sup>th</sup> January 2026 – 11 <sup>th</sup> March 2026
Bradbourne Vale Road facing WEST (affecting East-bound traffic)	11 <sup>th</sup> March 2026 – 6 <sup>th</sup> May 2026

## 18. Sevenoaks Town Team



Established in 2011, Sevenoaks Town Team is a Sevenoaks Town Council initiative bringing together a wide range of people

from the local community to establish Sevenoaks as a prosperous and vibrant place to visit, shop, and do business. Cllr Tony Clayton is Chair, and Maxine Morgans of Specsavers is Vice Chair.

Contact [townteam@sevenoakstown.gov.uk](mailto:townteam@sevenoakstown.gov.uk) for further information and details of events.

## Town Team Projects in 2024

### Public Realm Improvements

During 2022 a major scheme was undertaken to refresh the public realm in the town centre. This included painting 80 lamp posts, 55 bollards, belisha beacons and some of the waste bins. During 2023 the highway railings at Seal Hollow Road/High Street were painted and in 2024 the railings at Pembroke Road/London Road were done.

In 2023 a secondary scheme was undertaken to similarly treat the street furniture in St Johns Hill, Wickenden Road and St James Road.

Completing the project, the highway railings at the Sevenoaks Rail Station bridge were also painted in 2024.

This is an ongoing project, and the Town Team will be looking to refresh these works in future years.



## Flags in St John Hills & Hollybush

For many years flags have been displayed on the town centre shops for events such as Britain in Bloom, the panto and royal occasions.

In 2024 the sites have been extended with thanks to the assistance of Wealden Properties which worked with the Town Team on the project. 17 new flag holders have been installed on some of their properties in Hollybush and St Johns Hill.



## Lighting the Vine

Adding colour and interest to Vine Gardens, five of the trees are now illuminated at night.

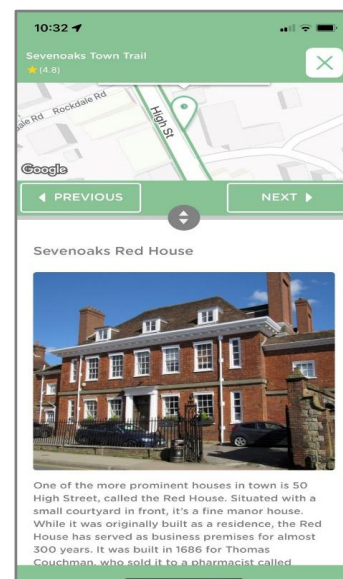
The default colour is white, though the lighting runs through a spectrum and can be altered to suit an occasion. The first such occasion was Remembrance Day when red was used.



## Sevenoaks Town Trail

In 2021 the Town Team launched a self-guided walking trail taking in 23 historic sites and buildings, mostly in the town centre.

The trail is on the TrailTale app which is a free to use attraction. As at December 2024 the trail had been downloaded 607 times.



## Shop Survey

A survey of all the ground floor “shop” properties in Sevenoaks was first undertaken in March 2023. This included businesses such as dentists, Stag, car dealership etc. Of the 313 premises identified just 6.1% were vacant at that time. This was against a national average of 14.1%. In 2024 the survey was repeated to find that just 3.4% were vacant compared with the national average at 13.8%.

## Sevenoaks Mystery Shopper

A Mystery Shopper survey has been undertaken to explore the performance of a range of 30 Sevenoaks businesses and then for those businesses to benchmark themselves against the average for their sector: Retail, hospitality, professional services etc.



The overall result has been very pleasing with high scores for the majority of businesses. Sevenoaks can be proud! Each business has privately received its own report from which it can learn where there are opportunities for improvement. If funding permits the exercise will be repeated in 2025.

## Sevenoaks Business Show

This is an annual event which is held at the Bat & Ball Centre. Around 30 businesses take part and the majority plan to return in 2025.

Our thanks to Clive Emson Auctioneers who were the main sponsors for the fourth year.

The highlight of the 2024 show was the announcement that Sevenoaks is considering the creation of a Business Improvement District (BID). More on this below.





## Vegan Markets



In addition to Sevenoaks' three traditional town centre weekly markets, Vegan markets have been introduced. Each event attracts about 30 stalls. They are held in Vine Gardens, which provides the opportunity for live music to be played on the bandstand.

These markets are held on the first Saturday of April and October.

## Sevenoaks Street Food and Bike Festivals



Though not strictly Town Team events, The Team facilitated both these highly popular events through liaison with the organisers, facilitating the venue, services and undertaking promotion. They will both be returning to The Vine in 2025 with the Street Food Festival being on 6<sup>th</sup> September and the Bike Festival on the 20<sup>th</sup> September.

## Sevenoaks Business Awards

Sevenoaks hosts an annual Business Awards celebration at the Bat & Ball Centre. It is the centrepiece of the business year in the town and well supported by both sponsors and competing businesses.

This year the speaker was Lennox Cato and local magician, Bob Pound, entertained too.



Our thanks to the following sponsors for their generous contributions:

- Warners Solicitors
- Specsavers Sevenoaks
- Sevenoaks Town Council
- Kent County Council
- Knocker and Foskett Solicitors
- Sevenoaks District Chamber of Commerce
- Kallkwik

### Best Dressed Christmas Wwindow



This popular event never fails to delight. There are three categories, being retail, non-retail and charity shop. The retail windows are perhaps the hardest to judge with a handful of specialist shops vying each year to take top slot. This year Sevenoaks Bookshop took the honours. The non-retail category throws up different contenders each year and in 2024 it was a very clever town scene at No 33 Hairdressers in Hollybush Lane which succeeded. The charity shops often rely on items donated through the year to dress their windows, so to an



extent it is pot-luck how they are dressed. The London Road branch of Hospice in the Weald came top this time.

The event was kindly sponsored by Berry & Lamberts Solicitors and the Chamber of Commerce with Marco's donating one of the three winners gift vouchers.

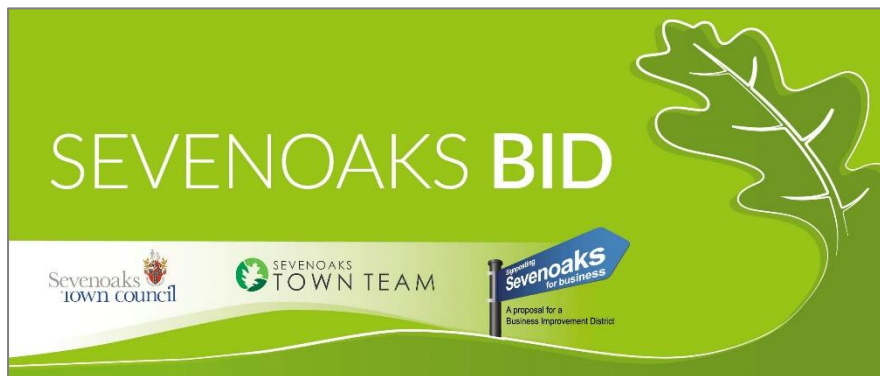
## Holly Party

Recognising that not every business can afford typical staff Christmas party costs of perhaps £60-80 per person, the Town Team has created an event which is far more manageable.

In 2024 at just £25, partygoers enjoyed an evening with an Abba tribute band and June B entertaining. A superb seasonal buffet was provided by Perfect Cuisine.



## Sevenoaks BID



Over 330 UK towns and cities operate a BID – a Business Improvement District. Starting at the 2024 Business Show the Team introduced the concept of the Sevenoaks BID, a vehicle funded by businesses to enhance and build the economy of the town, putting it on an even footing with neighbours such as Maidstone, Tunbridge Wells and Orpington with which we compete for business and both resident & visitor satisfaction.

A BID is a private company with a board made up of businesspeople. It is independent of any council, though as its work will augment existing council services it is likely that one or two council representatives will sit on it.

After lengthy consultation with a broad degree of business agreement, a steering committee has been formed to develop the Business Plan. This will be put to a ballot of qualifying businesses and if successful the BID will come into being, pumping around £250,000 each year into projects in Sevenoaks all aimed to make the place more vibrant and boost its economy.



## 19. Town of Sanctuary



In June 2023, Sevenoaks Town Council and Sevenoaks Welcomes Refugees were pleased to be accredited with the first Town of Sanctuary award for the town of Sevenoaks. The City of Sanctuary movement encourages a more welcoming UK for people forced to flee their homes, encouraging inclusivity, solidarity, and compassion for people from a forced displacement background.

The Mayor nominated Sevenoaks Welcomes Refugees as one of the charities she would be fundraising for during her year of office 2024/25. A fundraising concert hosted by the Mayor at the Stag theatre took place in April.

From 13th to 21st June the Town Council hosted an experience at the Bradbourne Vale Road site called **Desperate Journeys**, provided by two charities Empathy Action and Sevenoaks Welcomes Refugees: <https://www.empathyaction.org/desperate-journeys>

This was an immersive refugee crisis workshop, exploring the global refugee crisis by tracking the journey of a family forced from their home in a war-torn country: based firmly on facts, first-hand accounts and case studies the workshop brought home the human stories behind the headlines. Local community and school groups attended, as well as Town Councillors and staff. The Mayor accompanied two local schools and the Sea Cadets on their visits.

The Town of Sanctuary flag was flown at the Vine during Refugee Week in June.

## 20. Community Engagement & Communications

The Town Council continued to seek to inform and engage residents through print publications, social media and online information via the website [www.sevenoakstown.gov.uk](http://www.sevenoakstown.gov.uk)

### The Town Crier Quarterly Publication

Recognising that many people do not go online, or do not have access to the internet, the Town Council continues to give importance to the quarterly Town Crier magazine which is delivered via Royal Mail to homes in the Sevenoaks Town boundaries.



This is a valuable resource to deliver information about consultations, council activities, events and developments in the town and to encourage participation in the life of the town.

Posters, banners and flyers are also used to inform residents about events, consultations or services.

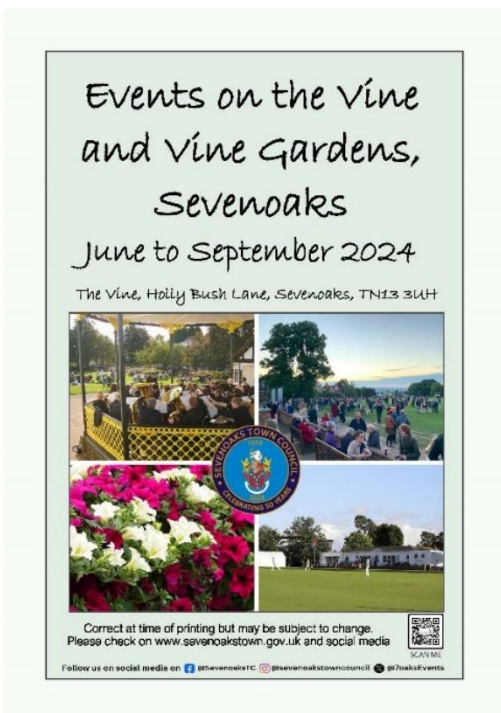
### Online sign-up to The Town Crier

Anyone can now sign up to receive the electronic version of the Town Crier direct to their email inbox – go to [www.sevenoakstown.gov.uk](http://www.sevenoakstown.gov.uk) and there is a sign-up link on the home page.

### Social media

Social media platforms Facebook, Instagram and X are continuing to develop a good following.

### New Vine Events brochure



A new brochure bringing together all the events on the Vine and Vine Gardens was produced for the first time in 2024.

This incorporated a listing of events from the Sevenoaks Summer Festival, the Music on the Bandstand events and children's theatre performances organised by the Town Council.

In addition, it included events from the Vine Cricket Club, fairs on the Vine such as the Climate Fair, food fairs and other events with the aim of informing residents of what was going on, and of encouraging visitors to the town.

Brochures were widely distributed and available to pick up in hotspots and community centres throughout the area.

## **21. Summary**

As we prepare this report Kent is at the beginning of a landmark change to local government due to the reorganisation proposed by government. Sevenoaks residents since 1974 have had Kent County Council, Sevenoaks District Council and Sevenoaks Town Council.

The proposed structure will consist of a county Kent Mayor, potentially four combined Unitary Authorities and town and parish councils.

Sevenoaks District Council would potentially be amalgamated with Tunbridge Wells Borough Council, Tonbridge and Malling Borough Council and Maidstone Borough Council.

This will create many local challenges and opportunities for Sevenoaks Town Council as it seeks to provide the best possible representation and managing of local facilities for residents when Sevenoaks District Council and Kent County Council are removed and reorganised.



# Functions & Facilities provided by Sevenoaks Town Council

## Precept

Sevenoaks Town Council's total annual revenue budget for the 2025/26 financial year is £1,997,096. The average Band D household would pay £153.67 per year, equating to £2.96 per week.

## OPEN SPACES & LEISURE

- ALLOTMENTS:  
*Bradbourne Vale Road*  
*Quaker's Hall Lane*
- BETHEL ROAD BURIAL GROUND
- BRITTAINS COMMON
- BRITTAINS LANE WOOD
- GREATNESS RECREATION GROUND
- THE GREEN, HILLINGDON RISE
- HANGING BASKETS
- HORSE TROUGHS (*Old Police Station, Rheinbach Gardens, St Botolph's Road*)
- JUDD'S PIECE
- LAND AT:  
*Letterbox Lane*  
*Littlewood*  
*Tonbridge Road*
- LONGSPRING WOOD
- MUGA (Multi Use Games Area)
- MIDDLEINGS WOOD
- MILLPOND WOOD
- PLANTERS (*The Shambles, Dorset Street, Pembroke Road, London Road, Buckhurst Lane*)
- THE POUND, POUND LANE
- RALEY'S FIELD & KNOLE PADDOCK
- RHEINBACH GARDENS
- SEVENOAKS COMMON
- SPORTS PITCHES
- UPPER HIGH STREET GARDENS
- VINE CRICKET GROUND & PAVILION
- VINE GARDENS  
*Public toilet, telephone kiosk with defibrillator*

- WAR MEMORIAL
- WHITE HART BEECHES
- WOODSIDE ROAD OPEN SPACE

## CAR PARKS

- RALEYS CAR PARK

## PLAY AREAS

- BUCKHURST LANE PLAY AREA
- GREATNESS RECREATION GROUND & PLAYGROUND
- HILLINGDON RISE PLAY AREA
- JULIANS MEADOW & PLAYGROUND
- KIPPINGTON MEADOW
- MOUNT CLOSE OPEN SPACE & PLAYGROUND
- PONTOISE CLOSE OPEN SPACE & PLAYGROUND

## SERVICES

- BAT & BALL CENTRE  
(formerly Sevenoaks Community Centre)  
*Available for hire: meetings, conferences etc.*
- BAT & BALL STATION BUILDING (*including Café and rooms available to hire*)  
[batandballstation.com](http://batandballstation.com)
- BUSINESS HUB
- BUS SHELTERS (*Dartford Road x1, Bradbourne Vale Road x2, London Road x2, Tonbridge Road x1*)
- CAFÉ ON THE VINE [cafeonthevine.com](http://cafeonthevine.com)
- CONSULTEES (*Planning, Highways, etc.*)
- GRANTS TO LOCAL ORGANISATIONS
- GREATNESS PARK CEMETERY

- HOUSE IN THE BASEMENT (HITB) YOUTH CAFÉ (*available for hire*)  
[houseinthebasement.weebly.com](http://houseinthebasement.weebly.com)
- INFO-PODS & DIGITAL DISPLAY SCREENS
- LITTER BINS AND GRIT BINS
- MARKETS (*Wednesday and Saturday*)
- MASTERPLAN FOR NORTHERN SEVENOAKS
- NEIGHBOURHOOD DEVELOPMENT PLAN
- ORBITAL NO 8 BUS
- PUBLIC CLOCKS (*Jubilee Clock Old Market House and Warren Clock above Brewers*)
- PUBLIC SEATS IN VARIOUS LOCATIONS
- PUBLIC TOILETS (*The Stag, The Vine, Lower St Johns, Greatness Recreation Ground*)
- SEVENOAKS TOWN TEAM  
[sevenoakspartnership.org](http://sevenoakspartnership.org)
- STAG COMMUNITY ARTS CENTRE  
*Defibrillator in foyer*  
[stagsevenoaks.co.uk](http://stagsevenoaks.co.uk)
- STREET LIGHTS IN SOME UNADOPTED ROADS
- TOWN COUNCIL OFFICES/CHAMBER  
*Available for hire: meetings, conferences etc.*
- TWINNING WITH PONTOISE AND RHEINBACH
- YOUTH COUNCIL  
[sevenoaksyouthcouncil.weebly.com](http://sevenoaksyouthcouncil.weebly.com)

## COMMUNITY EVENTS

- CHRISTMAS ILLUMINATIONS IN TOWN
- CIVIC FUNCTIONS
- VINE BANDSTAND/FREE SUMMER CONCERTS

## Town Councillors 2023-2027

NAME	PARTY	NAME	PARTY
EASTERN WARD		ST JOHNS WARD	
Cllr L Ancrum	Liberal Democrat	Cllr S Camp	Liberal Democrat
Cllr A S Clayton	Liberal Democrat	Cllr Dr P Dixon	Liberal Democrat
Cllr S Layne	Liberal Democrat	Cllr D Skinner OBE	Liberal Democrat
KIPPINGTON WARD		TOWN WARD	
Cllr C Daniell	Liberal Democrat	Cllr V Granville	Liberal Democrat
Cllr C Gustard	Liberal Democrat	Cllr L Michaelides	Liberal Democrat
Cllr N Varley	Liberal Democrat	Cllr G Willis	Liberal Democrat
NORTHERN WARD		WILDERNESSE WARD	
Cllr Dr M Canet	Liberal Democrat	Cllr N Wightman	Liberal Democrat
Cllr L O'Hara	Liberal Democrat	To contact a Sevenoaks Town Councillor, please use the following email format: Cllr.surname@sevenoakstown.gov.uk eg. to contact Councillor Ancrum, the email address would be: Cllr.Ancrum@sevenoakstown.gov.uk	
Cllr C Shea	Liberal Democrat		



Town Clerk/Chief Executive:

Linda Larter MBE

[townclerk@sevenoakstown.gov.uk](mailto:townclerk@sevenoakstown.gov.uk)

RFO/Deputy Town Clerk:

Georgina Jackson

[rfo@sevenoakstown.gov.uk](mailto:rfo@sevenoakstown.gov.uk)

The Town Council or its Committees meet on most Monday evenings at 7pm and members of the public are welcome to attend. For further details of the meetings please contact the Town Council Offices on 01732 459953.

[council@sevenoakstown.gov.uk](mailto:council@sevenoakstown.gov.uk)





Registered number: 07090305  
Charity Number: 1137420

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**STAG COMMUNITY ARTS CENTRE**  
**(A company limited by guarantee)**

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2024**

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**STAG COMMUNITY ARTS CENTRE**  
**(A Company limited by guarantee)**  
**FOR THE YEAR ENDED 31 MARCH 2024**

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**STAG COMMUNITY ARTS CENTRE**  
**(A Company limited by guarantee)**  
**FOR THE YEAR ENDED 31 MARCH 2024**

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**General information**

**Trustees**

Claire Shea (Chairman)  
Catherine Daniell (Vice-Chairman)  
Chloe Gustard  
David Skinner OBE  
Elisabeth Ancrum  
Gareth Willis  
Lionel O'Hara  
Merylyn Canet  
Nicholas Varley  
Nigel Wightman  
Peter Dixon  
Sally Higham  
Sue Camp  
Tony Clayton  
Victoria Granville-Baxter

**Company registered number**

07090305

**Charity registered number**

1137420

**Registered Office**

London Road  
Sevenoaks  
Kent TN13 1ZZ

**Bank**

Natwest plc  
67 High Street  
Sevenoaks  
Kent TN13 1LA

**Auditor**

Crowe U.K. LLP  
Medway Bridge House  
1-8 Fairmeadow  
Maidstone  
Kent ME14 1JP

**Patrons**

Cheryl Baker  
Gloria Hunniford OBE  
Graham Cole OBE

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**STAG COMMUNITY ARTS CENTRE**  
**(A Company limited by guarantee)**

**CHAIRMAN'S STATEMENT**  
**FOR THE YEAR ENDED 31 MARCH 2024**

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The Stag's annual report to you and to the Charity Commission continues to illustrate the success of The Stag in providing for its original aims - to provide cinema and theatre facilities for the people of Sevenoaks and beyond. Both I and the trustees of The Stag send our best wishes and thanks to all our loyal supporters who have helped in this success.

The Stag is supported by a trustee body with a wide range of skills and interests and a commitment to working with Andrew Eyre and his team to sustain and grow The Stag to be the best community arts facility it can be.

This report covers the financial situation between 1st April 2023 and 31st March 2024, but I will also look at our activities later in 2024.

**A Community Asset**

It remains unusual for a town the size of Sevenoaks to have its own independent theatre and dedicated cinema and we must continue to use it and fight to retain all the facilities. So many towns both in the region and nationally have lost the facilities and with them those important cultural opportunities, community space and night-time economy advantages. The Stag is not 'just' the building, but an important asset for us all.

The use of RAAC (Reinforced Autoclaved Aerated Concrete) in so many public buildings and theatres across the country is thankfully not an issue at The Stag. Originally built in 1935 The Stag predates the invention and common use of this building material and I can confirm that there is no RAAC in The Stag. Unfortunately this issue has impacted many theatres and cinemas both locally and nationally with many closing either for long periods or, sadly, some permanently.

Live performances (in the theatre, the Plaza and in the newly equipped Footlights Bar) are doing well with many new shows and acts providing entertainment across all genres of music and dance. In addition The Stag continues to put on a wide range of films on their day of national release alongside our Stag Select range of specialist live and film events.

The Stag has developed an excellent community reputation for dance and theatre shows regionally and nationally but I especially want to bring to your attention the number of local dance and theatre schools which now see The Stag as their natural home. The Stag's huge stage and its large quota of dressing rooms (alongside using the Stag Plaza for the very largest shows) means shows can be bigger and better and allow young people access to a professional stage for their performances and to allow their families to see a large-scale theatrical show.

I want to repeat both mine and the board's heartfelt thanks to our ticket-buying customers who continue to give so much local support to The Stag. But those watching our shows are only part of our community presence in Sevenoaks. The large stage and our studio theatre (the Stag Plaza) mean tens of thousands of local people appear on stage performing for those audiences. Together we continue to keep arts and culture alive, developing and booming in Sevenoaks.

The entertainment and hospitality industry continue to face a developing landscape. The direct impacts of the pandemic are now past. However our experience is one felt across the sector: people are returning in numbers to shows but there continues a trend towards later bookings giving less certainty to businesses on ticket sales.

The Stag team, led by Andrew Eyre and assisted by Tony McEwen, has continued to work incredibly hard to collaborate with our current hirers, bring in new hirers for the future as well as enhance the range of films shown in Sevenoaks especially through the Stag Select range of presentations covering National Theatre, drama, music and specialist films often requested by people in Sevenoaks. The future of The Stag does look bright and stable and I am very grateful to Andrew, Tony and the team for the commitment, hard work and enthusiasm to not only keep The Stag commercially viable but also to evolve and develop it for the future.



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**STAG COMMUNITY ARTS CENTRE**  
**(A Company limited by guarantee)**

**CHAIRMAN'S STATEMENT**  
**FOR THE YEAR ENDED 31 MARCH 2024**

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**Our Local Cinema**

Our two cinema screens provide a second path alongside the theatre for the commercial viability of The Stag as a business and are a wonderful asset for the town. Visits to the cinema continue to increase year-on-year post-pandemic and have increased more than 5% in 2023/24 compared to 2022/23 although they remain around 20% lower than the peak of 2019/20. The issue of Video on Demand (the impact of new entrants to film production such as Netflix and Amazon Prime outside the traditional cinema distribution network) continue to affect cinemas nationally. However, the industry overall has settled back to its traditional model of providing a 'theatrical window' when films are released first to cinemas to be shown in the best way and in their designed format for the best picture and sound.

This local situation is consistent with the national picture and represents another clarion call for the people of Sevenoaks about The Stag cinema's long-term viability. People have to use the facilities for them to remain open.

The Stag continues its long-term and successful film schedule providing the mix of first-run film releases for everyone, young or old, family or friends. Our management team have a brilliant understanding of local cultural appetite and we are proud that this year some 89% of the films we showed were aimed at either families or at those who want to explore more challenging and sophisticated artistic themes – another welcome increase year-on-year. This year saw the twin successes of Barbie and Oppenheimer although by the end of the year Wonka had attracted the families of Sevenoaks and overtaken Oppenheimer as our second biggest film in 2023/24.

The success of our Stag Select strand continues with nearly 40 presentations this year covering National Theatre, ballet, extremely successful art documentaries, music from Andre Rieu and ABBA plus many classic films celebrating the centenary of Disney and the re-release of Monty Python and the Holy Grail.

**Our Local Theatre**

It is clear that The Stag continues to provide many in Sevenoaks with a welcome evening of live entertainment with friends or family providing a wonderful backbone to the nighttime economy of Sevenoaks. I am glad to see the success of many of the theatrical shows which choose The Stag. We continue to attract many hirers and promoters across many genres, which continues to bode well for the future. The performance venues at The Stag – the theatre, the Plaza and the Footlights Bar have progressed well in attracting audiences. In the theatre ticket sales have increased by more than 6% this year over 2022/23.

**Our Local Youth Theatre**

The Stag Youth Theatre's work which has gone on to be even bigger and better with drama and film groups covering all ages from eight to eighteen. The play-writing course which started during lockdown and which provided such a creative release to its members has become an annual Halloween Festival. This year it facilitated 8 young people to deliver an excellent series of Halloween plays in the Just Write 2023 course. I am really looking forward to seeing the new plays planned for Halloween 2024. The Film in a Week courses continue to sell out quickly which produces excellent professional films which have their premières in the Stag Cinema.

There are many other opportunities for young people exploring the many aspects of theatre and film at the Stag, through Rare Productions musicals, school productions, dance shows, amateur dramatic groups and much more. The Stag also provides facilities for presentation courses and a pantomime school.

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**STAG COMMUNITY ARTS CENTRE**  
**(A Company limited by guarantee)**

**CHAIRMAN'S STATEMENT**  
**FOR THE YEAR ENDED 31 MARCH 2024**

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Pantomime is a huge fixture in the diary of The Stag and local families and a wonderful way to bring community into the theatre. It is often a child's first introduction to live theatre. Jamie Alexander Wilson and Simon Cossons produced their 15th performance at The Stag with a larger-than-life version of Jack & The Beanstalk featuring the return of West End star Rosie Glossop plus Mark Goldthorp fresh from the West End production of Mary Poppins - and of course the ever-present local Sevenoaks star Silly Billy. The incredible graphic wizardry of Simon Cossons keeps advancing with 3D effects now being included. This was the biggest of several pantomimes put on at The Stag this year - multiple touring performances plus the show-run of 'Peter Pan' by Sevenoaks Entertainers - ever present at The Stag since 1990. The Entertainers also put on another show in 2024 and surpassed their ever-present performance excellence with a superlative 'School of Rock' finding four young actor musicians who played their instruments live - and brilliantly - on stage during the show. Our other local musical theatre and drama group the Sevenoaks Players performed a show-stopping 'Sweet Charity' plus in 2024 an exceptional version of Chess. Sevenoaks is well served for musical theatre and The Stag continues to provide facilities for local expertise like this to shine and flourish year upon year.

#### Local Community

The Stag is one of the features that makes Sevenoaks such an interesting and unique town for us all. The Stag's reputation as a community arts facility with a broad offering continues to spread. We are attracting new dance and performing arts schools to our large stage and excellent facilities such as multiple dressing rooms and backstage areas. We also continue to welcome the Stag Youth Theatre (SYT) with their drama and film productions. These are written, directed, performed (and filmed) by members of SYT under the guidance of the multi-talented Simon Cossons who now has two additions to assist him; Ollie Chugg who has written the original music for virtually all of the SYT films and Anja Gibbs who is principal dancer and deputy choreographer for the professional pantomime ensemble. Simon and his team are a very welcome technical and creative addition at The Stag and a valuable cultural asset for Sevenoaks.

Youth activities and community support are central planks of what The Stag does in Sevenoaks. I welcome you to study this annual report for 2023-2024 and very much hope that you will again return to visiting The Stag to see the many music, drama, dance and other events in the theatre, our cinemas and the Plaza which are already booking into our schedules through 2024 and into 2025. I am told we are even taking bookings into 2026 with enquiries into 2027.

I also want to thank the many local volunteers who work during our shows front of house but also on our kiosks, bars, back-stage and behind the scenes on paperwork and maintaining the building. This year we received nearly 5,000 hours of volunteering from more than 50 active volunteers. Without them The Stag would be a poorer place - financially certainly but also poorer in spirit and enjoyment that the community at The Stag provides and enjoys.

#### A Sustainable Community Model

When we set out to re-open The Stag in 2009, we promised to keep ticket money and hirer booking fees safe and secure - something which hadn't happened with previous custodians of The Stag. Despite the unexpected pandemic-related upheavals we have endured, that original 2009 promise the Trustees made has been kept and will continue to be kept.

The pre-pandemic year of 2019-2020 was our best ever and I am reminded just what The Stag is capable of delivering in support of our local community - which, of course, is at the heart of what our charity aims to do. It is always worth reminding ourselves that when we took over The Stag in 2009 from its fourth bankruptcy, we set out to use an underlying commercial model to enhance the viability and delivery of cultural facilities to the community of Sevenoaks and surrounding villages. Our continuing recovery post-pandemic shows the success of The Stag's business model and a confirmation of the success of the business strategy and business set up started nearly fifteen years ago.

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**STAG COMMUNITY ARTS CENTRE**  
**(A Company limited by guarantee)**

**CHAIRMAN'S STATEMENT**  
**FOR THE YEAR ENDED 31 MARCH 2024**

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**Sustainable Local Spaces**

We are ambitious for the future of the Stag. The sector continues to face challenges, and the theatre, cinema and hire spaces must be places of which the community feels proud and where they want to spend time and hard-earned income.

Our lockdown refurbishments mean that more meeting space is available in the centre of Sevenoaks – in the theatre, the Stag Plaza, in the Limelight Meeting Room and in the Footlights Bar. All provide excellent audio-visual facilities and can support meetings from a dozen to 451.

We are very proud that the fund-raising to put solar panels on the large and South-facing roof spaces, with accompanying battery storage, at The Stag is now complete and was installed in May 2023. The first full year of operation was very successful with no operational problems (accepting one day of blackout when all our panels were covered in snow) and our electricity consumption was reduced by more than £14,000. I want to thank Sevenoaks Town and Sevenoaks District Councils for providing two-thirds of the installation costs to match The Stag's accrued savings which allowed the project to take place and which continues The Stag's green initiatives begun originally more than ten years ago.

The nature of cinema and theatre means that electricity consumption is necessarily high and expensive. The solar panel array is a significant contribution to making the Stag sustainable in every way both immediately and over the long term.

To deliver these projects, Andrew and his team continue to follow through with grant applications from councils, Government bodies and privately funded grant giving companies. Applying for these is unfortunately not simple (especially those with Government-related application processes) and involve a great deal of time to get a successful conclusion. Without these grants, we would have lost The Stag – so, we all owe Andrew and the team an enormous thank you.

As a charity we can use Gift Aid and we welcome donations with ticket sales and gifts. Every pound donated to The Stag means a better chance of survival – and the continued provision of theatre shows, cinema and meeting facilities to the people of Sevenoaks and beyond, which is our charitable commitment to the people of Sevenoaks.

**Financial Results**

As we continue our recovery from the commercial depths of 2020 lockdown our overriding aim will be to continue to follow the successful business model that has served us so well, while retaining the small company flexibility which has equally served The Stag so well over the last 15 years.

The number of cinema tickets sold in 2023/24 is 5% higher than 2022/23 and we continue our recovery. However the number of people visiting us are still slightly down compared to 2019/20. Theatre bookings by hirers are buoyant in both 2024 and 2025 and it is clear that The Stag and Sevenoaks has become a favoured date for touring bands to attend. We all need to be aware that those shows must get customers to see them so that the hiring companies get a commercial return themselves and they continue to return to Sevenoaks and The Stag on future tours.

Our policy and commitment is the sustainability of The Stag and we put all available funds back into the business and the building with the continued aim of keeping The Stag available to be used by local and touring hiring companies - and improving its services for the long-term. We have now invested £1.4M into the building and its equipment since we took over in 2009 – more than £115,000 every year. This is separate from the operational handover grants we received from Sevenoaks District Council in our first five years and independent of the annual operational grant of £27,000 we receive from Sevenoaks Town Council which remains a crucial foundation for The Stag's budget. We will continue to search for grants wherever they are available and we welcome donations and bequests to help us sustain the arts and culture in Sevenoaks.



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STAG COMMUNITY ARTS CENTRE  
(A Company limited by guarantee)

CHAIRMAN'S STATEMENT  
FOR THE YEAR ENDED 31 MARCH 2024

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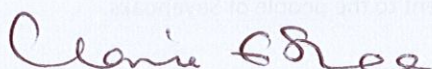
	2024	2023
Turnover	£1,177,696	£1,081,642
Net (expenditure)/income (before transfers)	-£ 28,392	-£ 60,254
Contribution from/(to) Project Reserves	£ 52,736	£ 62,000
<b>Operating Surplus</b>	<b>£ 24,344</b>	<b>£ 1,746</b>
Total Reserves at 31 March 2024	£359,155	£364,503
Free Reserves	£142,612	£132,504

#### A Community Future

I ask that you consider a night out at The Stag, with perhaps a meal in town as an accompaniment to the entertainment. I and the other trustees remain absolutely committed to ensuring that The Stag continues to fulfil its charitable aims.

We continue to operate 364 days per year, 7-days per week showing the latest films, specialist Stag Select performances such as drama, opera, musical theatre and cultural documentaries and many varied theatre, dance and music performances.

The economic challenges continue to be present. Current inflation levels impact our operating costs and in particular our personnel costs. The people who work at The Stag are our most important asset but whether they are full-time, part-time or casual the costs of employing them continues to rise in both salary and Government-related costs. As Christmas approaches, now is the time to support your local theatre and cinema (and your local pub and restaurant) by buying tickets and helping us all to survive, generate the buzz around town we all crave and ensure the services we have had in Sevenoaks for the last 15 years remain secure for us all to enjoy in the future.



Claire Shea, Chairman  
27th November 2024

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**STAG COMMUNITY ARTS CENTRE**  
**(A Company limited by guarantee)**

**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2024**

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The Trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the audited financial statements of Stag Community Arts Centre (the Charity/The Stag/SCAC) for the year ended 31 March 2024. The Trustees confirm that the Annual report and financial statements of the Charity comply with the current statutory requirements, the requirements of the Charity's governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

The Stag Community Arts Centre is a registered UK charity (No. 1137420) and a company (No.07090305) limited by guarantee. Our registered office is:

Stag Community Arts Centre  
London Road  
Sevenoaks  
Kent TN13 1ZZ

### **Charity Objectives**

The Stag continues to operate as a receiving house and as a hire-only facility in the performance spaces. It continues to use volunteers extensively.

The principal objects of the Charity, as set out in the Memorandum and Articles of Association are:

- (1) to advance education for the public benefit in the appreciation and practice of the arts, including the arts of drama, film, dance, singing and music, in particular but not exclusively through the provision and production of theatre plays and educational and art based films and associated participation and educational activities; and
- (2) such charitable purposes for the benefit of the inhabitants of Sevenoaks and the surrounding area as are charitable according to the laws of England and Wales as the Trustees may from time to time determine.

The Stag Community Arts Centre acts in the best interest of the local community by:

- (i) Assisting the sustainability of the local economy of the town, particularly the night time economy and the tourism economy;
- (ii) Retaining a valuable social and leisure facility for both performers and audiences;
- (iii) Working to try and enable the development of youth services both in performing arts and Youth Outreach services;
- (iv) Retaining an iconic building in the town and preserving the street scene.

Activities for this financial year (2023-2024) have largely settled from the direct impact of the Covid pandemic but the commercial impacts continue – affecting customer behaviour in terms of going out for film and theatre entertainment and how close to the event tickets are booked. The commercial path to recovery and the return to pre-pandemic visitor numbers remains slow but confidence has returned.

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**STAG COMMUNITY ARTS CENTRE**  
**(A Company limited by guarantee)**

**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2024**

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The Stag has continued achieving its charitable aims during periods of Government restrictions and continues that success now. The underlying charitable and artistic aims for The Stag, its Trustees and its staff have not changed since it re-opened in 2009 - providing facilities for hundreds of events each year of all types, providing a focus for local groups and a location for national and touring groups to perform for the people of Sevenoaks. We continue providing facilities for young people from babies to toddlers to the Stag Youth Theatre providing drama and film courses. Rare Productions continues to provide musical theatre and numerous dance schools and companies use The Stag's facilities to provide expression through dance. The Stag has continued to support local amateur performing arts groups with significant reductions in hiring rates providing an excellent route to professional theatre services for local community groups. Local state schools are also supported in this way. An excellent outcome from that support during lockdown has been the creation of a Youth Theatre writers' group which has flourished and has developed into an annual writing event. Our thanks go to Simon Cossons and the Stag Youth Theatre. A pantomime-introductory school has also been started looking at the history and drama of pantomime as well as comedy, timing, song and dance. We also plan to introduce a similar course on opera.

SYT (the Stag Youth Theatre) and the Stag's Youth Outreach provision are now well established. The Stag has not received any identified grant money specifically to support youth-based activities since 2015. SYT provides drama, play-writing and film-making courses. The Charity has continued to build on the early year successes when those grants were available and continues to provide from its own revenues both reduced pricing for local state school performances and some limited support for youth groups. The Stag principally provides facilities now for three youth groups (Rare Productions, Sevenoaks Theatre Productions and the Stag Youth Theatre).

The cinema continues to show first run films on their date of national release alongside our continuous development of Stag Select live transmissions, cult, classic and specialised films such as the increasingly popular art documentary shows which allow detailed examination of pictures and artifacts in high definition cinematography. This often allows a closer, more detailed and improved viewing than would be possible in the museum itself. We also provide facilities for a variety of private hire & community users.

Tickets sold at our cinemas continue to increase and in 2023/24 we had 5.2% more visitors than the previous year with now more than 44,000 people using their local cinema. 2023/24 was the year of 'Barbenheimer' with the surprise smash hit that was Barbie alongside the more Sennockian film 'Oppenheimer'. Barbie became The Stag Cinema's fourth biggest seller behind only two previous Bond films and the 2011 hit The King's Speech. Later in 2023 the family friendly Wonka overtook Oppenheimer and overall nearly 14,000 people came to see one of these three top films at The Stag.

We were also able to support the community and families (and perhaps parents looking back) with many classic Disney films celebrating Walt Disney's centenary anniversary all the way back to the 1967 'Jungle Book', the 1961 '101 Dalmatians' and the 1953 'Peter Pan'. The Stag Select strand of specialist films and live events was sponsored by Manak Solicitors and we thank them for their generous support of The Stag in this and many other ways. In this year, 39 of the 102 films shown were Stag Select with National Theatre Live productions being most popular. The strand of arts documentaries was also received well with the film on Vermeer eventually being screened seven times through popular demand – the Stag Cinema showing meant many Sennockians could see it when the Museum exhibition was abroad in the Amsterdam Rijksmuseum and sold out there.

Andre Rieu's music spectaculars always fare well in Sevenoaks. Phoebe Waller-Bridge's stunning performance in Fleabag returned to Sevenoaks again through popular request and was once again a hit with Sennockians. Matthew Bourne's 'Swan Lake' and 'Sleeping Beauty' were popular and we have also now negotiated with the Royal Ballet & Opera to show their 2024/25 season of live transmissions of their shows which will begin in September 2024.

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The Stag has also enabled locally made films to be shown as part of the 'Film in a Week' original output from the Stag Youth Theatre. External donors and grant bodies continue to provide financial and support through benefit in kind.

As a charity, we can take financial advantages of GiftAid for all donations. We welcome offers of help, grants and bequests to help the work of The Stag in its charitable objectives.

The Footlights Bar's stage has been increased in size and the lighting wash improved with new LED lighting. We are grateful to Front Seat Media and to Sevenoaks District Council for their donations and grants to make these improvements and to the Listening Agency locally which has provided a number of bookings. More booked in 2024 and into 2025. As a performance area it works well for small acoustic-like performances. It also continues to be regularly used for meetings and events during the day and as a bar in the evening supporting events in the main auditorium when the bar continues to operate being run by volunteers.

The Trustees once again thank both our staff and our enthusiastic and dedicated group of volunteers without whom The Stag could not operate. All our volunteers are people who not only give their time but also their passion to continue the success The Stag has enjoyed for more than a decade. The small group of staff is supported by the volunteers who regularly receive plaudits from customers and hirers for the excellence of the service they provide. We particularly want to once again thank Chris Holgate who continues to paint everything in sight, fabricate shelves and other work to make The Stag shine and work better all around. In 2023/24 volunteers provided nearly 5,000 hours of support to The Stag on shows front of house, backstage, in our kiosks and bars and maintaining the building. Staff and volunteers are two sides of the same coin providing the individual service to customers and hirers which is part of the overall success of The Stag.

### **Achievements this year and aims for the future**

As a charity all infrastructure and equipment investment depends upon the availability of funds either generated within the business or from external grant funding. New developments and improvements to the building and its equipment for long-term investment can only be carried out as new funds are found.

The Stag's operational aim has always been to provide excellence in facilities and services so that hirers are successful in their shows - which then means they return to The Stag providing the successful provision of our charitable objectives. Key to this is that our hiring companies sell enough tickets for them to make a commercial return so that they want to return to Sevenoaks and The Stag on their next tour. Theatre ticket sales (customers buying tickets to see the shows put on at The Stag) have increased by more than 6% in 2023/24 over the previous year and continue a post-pandemic improvement. The audience for those shows has also increased – by 7% on 2023/24 over the previous year.

The Stag has continued its aims to improve the facilities provided to hirers and customers and has now invested £1,400,000 in capital improvements to The Stag and its equipment – more than £115,000 every year since The Stag re-opened.



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***Theatre***

In this financial year (2023-2024) bookings in the theatre have been very buoyant and the future continues to develop and to now look brighter than immediately post-pandemic. The reputation of The Stag in providing excellence in facilities and services remains and we continue to enjoy strong relationships with many promoters and individual bands. Local groups such as Sevenoaks Entertainers, Kentish Opera, Sevenoaks Symphony Orchestra and Sevenoaks Players have returned with large scale theatre productions. Overall The Stag Theatre hosted around 300 performance events covering music, musical theatre, drama and dance involving around 16,000 people and watched by more than 50,000. Truly encompassing the community. It is heartening for our hirers that the average capacity for live events in the theatre has increased by 7% over last year – more people from Sevenoaks seeing the shows The Stag puts on.

As mentioned earlier, the Charity has now invested £1,400,000 in capital improvements to the building and its equipment since 2009, more than £115,000 every year. Hirer feedback for the facilities and service – both technical and front of house service provided at the Stag Theatre continues to be strong and positive with many new companies beginning to use the excellent on-stage and backstage facilities which The Stag provides.

***Cinema***

Cinema distributors have followed through on their public commitment to provide new content and in particular the blockbuster films which attract most larger audiences. The recovery of cinema audience levels to pre-pandemic levels continues to be steadily upwards.

Our two cinema screens are a wonderful local asset for the town. Visits to the cinema have increased more than 5% in 2023/24 compared to 2022/23 although they remain around 20% lower than the peak of 2019/20. The impact of new entrants to film production such as Netflix and Amazon Prime outside the traditional cinema distribution network continue to affect cinemas nationally. However, the industry overall has settled back to its traditional model of providing a 'theatrical window' when films are released first to cinemas to be shown in the best way and in their designed format for the best picture and sound.

The Stag continues its long-term and very successful film schedule providing the mix of first-run film releases for everyone, young or old, family or friends. This year The Stag Cinema once again showed more than 2,200 film performances covering more than a hundred different shows and titles. A quarter of these were aimed squarely at our family audiences attracted by our family-friendly kiosk prices and portions. Overall some 89% of the films we showed were aimed at either families or at those who want to see the challenging films so often requested by The Stag's customers. This year saw the twin successes of Barbie and Oppenheimer although by the end of the year Wonka had also attracted the families of Sevenoaks and overtaken Oppenheimer as our second biggest film in 2023/24.

The Stag continues its commitment to provide thought-provoking films which do work well with the families and parents (and grandparents) of Sennockians. Dune and Napoleon were huge epic blockbuster films and the Indiana Jones and Mission Impossible franchises swept across the Stag screens with flamboyance and fun. There were stunning, powerful and moving performances from great British actors - Olivia Colman in Wicked Little Letters, Anthony Hopkins in One Life and Michael Caine in The Great Escaper. We look forward to providing Royal Ballet and Opera productions next year and with these and for so many Stag Select presentations it remains much easier to see such performances at The Stag than journeying to London with its attendant time, hassle and cost.

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The success of our Stag Select strand continues with nearly 40 presentations this year covering National Theatre (Joseph Fiennes in Dear England, David Tennant in Good, Andrew Scott in Vanya, Hiran Abeysekera in The Life of Pi, Carey Mulligan and Bill Nighy in Skylight and the welcome re-run of Phoebe Waller-Bridge in Fleabag). Stag Select also showed ballet, extremely successful art documentaries, music from Andre Rieu and ABBA plus many classic films celebrating the centenary of Disney and the re-release of Monty Python and the Holy Grail.

The Stag deliberately continues to programme a wonderful mix of film aimed at all ages covering films for the whole family from youngest to oldest with a list of films to suit everyone's taste. We continue to welcome suggestions for films to include in The Stag's programme. We continue to provide first-run films 7 days per week 52 weeks per year providing family friendly and local service & facilities with excellent value.

We have continued to provide booster seats for our customers (mainly small children but also some small adults) in our cinemas.

***Stag Plaza***

The Stag Plaza is an increasingly popular choice providing superb low-cost value and a flexible space for hirers and customers for all forms of shows covering meetings, music, drama and comedy. The Stag Plaza remains available for training seminars, community and business meetings. It hosted around 300 meetings and groups from craft fairs, baby support shows (such as music and phonics), the Youth Theatre and Rare Productions and music. 23 performance shows were hosted to more than 7,000 people with tributes to Tom Petty and the Heartbreakers, Jam, Led Zeppelin and Jimi Hendrix

The talk by Gloria Hunniford OBE was a sell out as was the very successful and now regular children's magic show by the Kent Magicians' Guild which also holds its regular meetings at The Stag. The Stag's own Silly Billy sold out multiple shows whilst we also enjoyed Flamenco Dancing, Barbra Streisand's music, Whitney Houston's music and comedy from Nick Helm. We welcomed back live ballet this year to the Plaza with the sell-out family show Goldilocks from the Let's All Dance touring group, a group which enjoyed its visit and will return later in 2024. Our Sevenoaks community here not only includes those watching the shows but also those involved in them with around 10,000 people watching or taking part in the very varied activities supported by the flexibility of The Stag and the Stag Plaza.

***Stag Limelight Room***

The Stag Limelight Room is a well-equipped meeting and boardroom providing superb low-cost value and a flexible meeting space with a/v facilities, free WiFi and self-serve tea & coffee facilities. It is regularly used for internal meetings but is also now increasingly rented out to local companies holding staff briefings or management meetings.

***Stag Footlights Bar***

The Stag Footlights Bar was set up and launched this year as a third performance area at The Stag with an opening performance by Charlie Dore. It has quickly become a favourite intimate atmosphere for small scale acoustic shows with a capacity of 60. The addition of a small stage, a dedicated sound system and some general LED wash lighting means the regular meetings held there throughout the day and evenings are also enhanced. As well as the ticketed shows, more than 130 groups held meetings there with nearly 2,500 people attending or taking part – an increase of 30% over the previous year.

The Footlights is an increasingly popular room for daytime community meetings as well as formal evening meetings. We are proud to host West Kent Mind Mental Health first aid courses as part of our community offer.

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***Bars & Kiosks***

The Stag continues to follow its community ethos by providing refreshments in child and family friendly servings with family friendly pricing. The range of refreshments continues to be monitored and enhanced when suitable products are available. Ice cream tubs in various flavours (including vegan) continue to be a popular offering at both theatre and cinema shows.

The Art Wall continues to be provided as the only free to use - and the only freely available - art display space in Sevenoaks. It displays a selection of the Town Council's modest art collection when The Stag doesn't have a community or professional display booked in to use it.

Sevenoaks Town Council published a booklet for the 2024 celebrations of 50 years since its inauguration giving a record of the Mayoral pieces of artwork the Council has to display. The booklet is available in the Footlights Bar.

Theatre and Stag Plaza events continue to be supported by volunteers for front of house support backed up by a dedicated staff event manager in addition to the on-site Duty Manager. The volunteers not only provide support during the evening shows but during matinees, meetings and special events. Our team of volunteers also assist with administration and other tasks within the charity. Without them the Charity could not operate so successfully and the trustees are deeply grateful.

***Marketing***

The Stag has replaced its in-house poster displays with TV adscreens in both the main foyer, the upper foyer and linking spaces. These can display static pictures and GIFs as well as video content. We have returned to printing a bi-monthly What's On brochure with distribution from The Stag and to local shops & supermarkets and we welcome and thank Manak Solicitors for their continuing sponsorship of this. We continue to look for areas of marketing where printed materials work best but concentrate on social media and direct regular email contact. Our social media reach now includes facebook, X, Instagram and traditional email reaching around 300,000 hits per month.

The Stag continues to provide eTickets for our customers with quick and direct access to tickets which do not even have to be printed. This has now been enhanced by the use of QR codes. Electronic tickets can be shown at the theatre or cinema door on your smart phone or tablet. We also provide print and design services to hirers.

The Stag has a close relationship with both Sevenoaks Town Council and Sevenoaks TownTeam and hosts an advertising video screen in the foyer which provides tourist and business information for visitors. The Stag has a community presence on an advertising screen at Sevenoaks Rail Station.

We will continue to strive for greater income from advertising, sponsorship, gift-aid, legacies and other sources of charitable donations. We would welcome any donations and bequests to help support the continued presence of art and culture in Sevenoaks.

***Youth Outreach***

Many groups use The Stag's facilities for our community of young people. The Stag's Youth Outreach programme is provided primarily by Simon Cossons working with The Stag but also includes successful week-long runs of annual musical theatre shows from Rare Productions. This year we also welcomed a Youth Opera week-long course leading to a performance for friends and family of Gilbert and Sullivan's 'Trial by Jury'.

We have also started a week-long pantomime course led by The Stag's professional pantomime producer, Jamie Alexander-Wilson, which similarly culminated in a performance at the end of the course for friends and family of the participants.

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We provide the facilities and support for the Stag Youth Theatre drama courses and Film in a Week professional film courses, musicals on the main stage through Rare Productions plus courses on pantomime and also opera. In the absence of external dedicated funding for youth activities, we have continued to provide the Stag's facilities at a generously reduced rate for youth and school users - subsidised by the Charity under its aims. This enables state school productions to have professional facilities for their shows at greatly reduced charges alongside some youth production sponsorship. It provides a wonderful professional experience for pupils and staff.

We were also proud to host the Weald of Kent School's day of modern languages when nearly 600 pupils from the School's year nine and year ten took over The Stag for a day to see foreign language films and discuss language and historical topics across Europe. The Stag was able to provide facilities to provide large-scale audio and visual presentations in the theatre, the Plaza, both cinemas as well as a teachers' administration centre in the Footlights Bar.

During this year the Stag Community Arts Centre has:

- Supported drama through SYT (the Stag Youth Theatre) with theatrical productions, and an over-subscribed weekly youth drama development course
- Supported the development of opera in young people through Kitchen Youth Opera's week-long course
- Supported the development of pantomime in young people through Sevenoaks Theatre Productions' week-long course
- Hosted the Sevenoaks Town Council free-to-all youth café, House in The Basement.
- Provided the facility for professional film making courses where original 20-minute feature films created and made by young people are shown at the The Stag's cinemas.
- Supported seven local schools to perform at The Stag.

### ***Volunteers***

We continue to have the support of many individual volunteers. We send out a weekly newsletter to all volunteers and provide social events and information for them. As well as seeing the shows at which they assist, regular volunteers qualify for tickets to see shows under our Volunteer Rewards scheme.

The Stag Community Arts Centre could not operate so successfully without its volunteers and this year they provided nearly 5,000 hours of volunteering from more than 50 active volunteers. The majority of the volunteering effort provides front of house support for events at The Stag but also supports our kiosks, bars and back-stage and there are opportunities for placements in other parts of The Stag – retail, maintenance, administration and gardening. Without them The Stag would be a poorer place – financially certainly but also poorer in spirit and enjoyment that the community at The Stag provides and enjoys.

### ***Fundraising, Sponsorship, Grants and Bequests***

Income via fundraising, sponsorship and grants has taken place plus special collections and donations, the use of gift aid and tax effective giving schemes. The Stag doesn't at present use bucket collections but does have a cash slide donation facility in the foyer which is popular with children. The Stag now has four different routes to receive donated funds:

- Donate through the website
- Donate at the box office
- Donate by text
- Donate coins or notes in the foyer



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The Stag also welcomes discussions on bequests and legacies to help support it and keep the arts and culture alive in Sevenoaks.

This type of income enables more refurbishment to be carried out and new equipment to be sourced. We also receive donations of goods and equipment from external donors and benefit in kind donations from other organisations such as our technical partner H2 Productions and our general facilities partners Stellar Maintenance. This year we have also been pleased to receive donations of equipment from the Criterion Theatre in London as well as a Birmingham based supplier, Front Seat Media. We receive significant donations in kind of their time and equipment from these partners as well as from volunteers and their support is gratefully received.

We will continue to apply for grant funding wherever it is available to meet the objectives of the Charity and we will continue to source commercial sponsorship whenever possible. We successfully finished off the installation of 55kW of solar panels in May 2023 which included 108kWh of battery storage which is topped up either from cheaper overnight electricity or from excess solar energy when the sun shines. As part of our green agenda we have been following since 2014, we are working on a project to replace our tungsten theatrical lighting with LED light units so reducing our carbon use as well as our overall electricity consumption and we hope to move forward on this with new grant funding in 2024.

We have received no complaints regarding our fundraising activities.

***Other Income***

The Charity continued to receive grant income of £27,000 from Sevenoaks Town Council during the financial year 2023/24 into its general fund towards general operational costs.

**Structure, Governance and Management**

***Governing Document***

The Charity is a company limited by guarantee and does not have share capital. The constitution of the Charity is set out in the Memorandum and Articles of Association dated 28 November 2009.

***Trustees***

A full list of trustees who served during the year is detailed below:-

Claire Shea (Chairman)

Catherine Daniell (Vice-Chairman) (appointed 14 June 2023)

Chloe Gustard (appointed 14 June 2023)

David Skinner OBE (appointed 14 June 2023)

Elisabeth Ancrum

Gareth Willis (appointed 14 June 2023)

Lionel O'Hara (appointed 11 September 2023)

Merilyn Canet

Nicholas Varley (appointed 14 June 2023)

Nigel Wightman (appointed 14 June 2023)

Peter Dixon (appointed 14 June 2023)

Sally Higham (appointed 14 June 2023)

Sue Camp

Tony Clayton

Victoria Granville-Baxter

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The following trustees resigned on 10 May 2023:-

Nicholas Busvine OBE  
Keith Bonin  
Rachel Parry  
Richard Parry  
Robert Piper  
Roderick Hogarth  
Simon Raikes

***Appointment of new Trustees***

The Articles of Association allow for the number of Trustees to be between 2 and 16 in number.

- (1) The subscribers to the Memorandum are the first Members of the Charity.
- (2) Membership is open to any person who is a Town Councillor of Sevenoaks Town Council who:
  - (a) applies to the Charity in the form required by the Trustees; and
  - (b) is approved by the Trustees.
- (3) The Trustees may only refuse an application for Membership if, acting reasonably and properly, they consider it to be in the best interests of the Charity to refuse application.
- (4) The Trustees must inform the applicant in writing of the reasons for the refusal within twenty one days of the decision.
- (5) The Trustees must consider any written representations the applicant may make about the decision. The Trustees decision following any written representations must be notified to the applicant in writing but may be final.
- (6) Membership is not transferable to anyone else.

The only Members of the Company are the Trustees. Any person appointed as a Trustee automatically becomes a member and ceases to be a member when they cease to be a Trustee. At 31 March 2024 there were fifteen members each of which guarantee to contribute £10 in the event of the Charity ceasing to operate.

***Induction and Training of Trustees***

New Trustees undergo an individual induction session and tour of The Stag to brief them on their legal obligations under charity and company law, the content of the Articles of Association (incorporating Memorandum), the Trustee Board and decision making process, the business plan and the recent financial performance of the Charity. During induction they formally meet the executive management team. Trustees are given the opportunity to attend appropriate external training events to help them undertake their role.

***The Governance Structure***

The Board of Trustees administers the Charity and meets normally on a bi-monthly basis. All issues are considered at the Trustee Board meetings.

A Chief Executive manages all day to day operations of the Charity under a contract of employment by the Trustees. To facilitate effective operations, the Chief Executive has delegated authority for all operational matters including artistic programming, finance and employment issues.

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The Trustees are aware of the Charity Commission's Charity Governance Code published in 2017 and are en-route to applying principles one to five. The Charity is set up to accept Trustees from the elected representatives of Sevenoaks Town Council which is an open democratic process. For principle six the Board welcomes Trustees from any background and anyone who falls within any of the protected characteristics of the Equality Act 2010. The Charity follows principle seven within the confines of commercial confidentiality.

***Subsidiary***

The Stag Community Arts Centre has one wholly owned subsidiary company, Stag Community Arts Centre Trading Limited (Company Number 7614710). The company's principal activity is the provision of commercial recreational facilities in support of the Charity. The subsidiary donates its profits via a deed of covenant to the Charity.

The results of the subsidiary's trading is summarised in Note 2 of the financial statements.

***Related Party Relationships***

The Trustees consider the following entities to be related parties of the Charity:

- Sevenoaks Town Council
- Sevenoaks District Council

The Stag Community Arts Centre also has a working relationship with the following organisations:

- BBC SE Television, BBC Radio Kent & KMFM Radio
- H2 Productions
- Kent Libraries
- Kent County Council
- Everyone Active Sevenoaks Leisure Centre
- Sevenoaks Chamber of Commerce
- Sevenoaks Chronicle and other local print media
- Sevenoaks Lions
- Sevenoaks Round Table
- Sevenoaks Theatre Productions
- Sevenoaks TownTeam
- Stag Youth Theatre

***Pay policy for senior staff***

The directors make up the board of directors, (who are the Charity's trustees). All Trustees give of their time freely and no Trustee received remuneration in the year. The senior management team comprise the key management personnel of the Charity who are in charge of directing & controlling, running & operating the Charity on a day to day basis.

The pay of all staff is reviewed regularly by the Chief Executive as a wholly executive function and increased as appropriate in line with meritorious work for the Charity. In view of the nature of the Charity, the Chief Executive considers pay levels in similar roles held elsewhere in the industry with similar attributes as the Stag whilst considering experience and any additional responsibilities. If recruitment proves difficult then a market addition can be paid.

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***Risk Management***

The Trustees have a comprehensive risk management strategy which comprises:

- (i) A regular review at its board meetings of the risks the charity may face;
- (ii) The establishment of systems and procedures to mitigate those risks;
- (iii) The implementation of procedures designed to minimise any potential impact on the Charity should those risks materialize.

The risk management process is a continuous one both for the operation of the business and for hirers of The Stag. It is reviewed annually by the Board of Trustees. The trustees recognise that the Charity operates in an area where reputational and financial risk is inherent in the very nature of its charitable purposes. Consideration is given to the Charity's appetite for such risks and the balance of financial and artistic risk whilst avoiding censorship through potential social pressure. A key element in the management of financial risk is to continue working towards establishing an appropriate level of reserves in the unrestricted funds of the Charity.

***Financial Review***

The overall result for the year was a deficit of £5,348 (2023 - surplus of £31,832). We have continued to adapt to the financial pressures experienced in relation to above inflation cost rises and the slow but steady recovery in terms of customer numbers post COVID19. The aim is to continue to build and consolidate the financial position for future growth.

The Stag Community Arts Centre earned 93% (2023 - 87%) of its income from performance and hire fees, bar and catering income, the Youth Outreach programme and the showing of films in the cinemas. The remaining 7% (2023 - 13%) of income was raised through external grants and donations.

The Charity is continuing to work towards building stability in its financial position in order to support the Stag Community Art Centre's aims and objectives and to be able to fund any future costs arising in relation to maintaining the fabric of the historic building and replacing key items of equipment as they wear out.

***Reserves Policy***

Reserves are needed to cover short term falls in day to day operational cashflows and to cover unplanned emergency repairs and other expenditure. The trustees consider the ideal level of reserves required to mitigate the above to be £58,885, which equates to 5% of turnover, and £50,000 to cover unplanned emergency repairs.

The Unrestricted General Reserves balance at the year-end amounts to £142,612 (2023 - £132,504). The balance held is utilised on future projects and also assists with the working capital required for the normal day to day operations and for any unplanned emergency repairs. The grants received from the Sevenoaks Town Council in the year of £27,000 (2023 - £27,000) and the continued generosity of public donations has helped to maintain the sustainability and viability of The Stag and its charitable aims for the future.

Restricted funds arise from donations and grants received from third parties to be utilised towards specific projects. During the year the Charity utilised £14,266 from Sevenoaks District Council and £13,853 from Sevenoaks Town Council towards the LED Lighting upgrade project. The £30,086 received from Sevenoaks Town Council last year, to part fund the Solar Panel project, was utilised and the project completed in May 2023.

***Investments Policy and Powers***

The Charity currently holds short term surplus funds with its bankers, National Westminster Bank. Any surplus funds held in excess of one month's average working capital requirements are placed on deposit at a suitable UK based financial institution, depending on the credit rating and prevailing interest rates available. The Stag continues to avoid any form of investment risk.



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***Going Concern***

Accounting standards require that the trustees of the charity consider appropriateness of the going concern basis when preparing the financial statements. The Trustees have taken notice of the Financial Reporting Council guidance especially following the impact of the pandemic.

The trustees continue to regard that the basis for 'going concern' remains appropriate since the Charity has net assets of £359,155 (2023 - £364,503) and free reserves of £142,612 (2023 - £132,504) at the balance sheet date, cash balances of £548,530 (2022 - £420,664) and no long term borrowings. The board has reviewed the cashflow forecast for the next twelve months in conjunction with future bookings. The Stag has built up cash reserves which will cover up to six months of operations.

The board has discussed and taken account of factors affecting the short and medium term future for The Stag. It has agreed a Board Memorandum at the board meeting held on 21st November 2024 stating this. The board is therefore confident that on the basis of information provided to it and which show the current situation in the UK and in the entertainment sector that they are content that The Stag remains a going concern.

**Statement of Trustees' Responsibilities**

The trustees (who are also directors of the Stag Community Arts Centre for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company and charity law requires the trustees to prepare financial statements for each financial year which give a

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

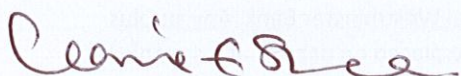
**Provision of Information to Auditor**

Each of the persons who are trustees at the time when this trustees' report is approved has confirmed that:

- so far as that trustee is aware, there is no relevant audit information of which the charitable company's auditor is unaware, and
- that Trustee has taken all the steps that ought to have been taken as a trustee in order to be aware of any information needed by the charitable company's auditor in connection with preparing its report and to establish that the charitable company's auditor is aware of that information.

In preparing this report, the Trustees have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the trustees on 27th November 2024 and signed on their behalf, by:



**Claire Shea, Chairman**

**STAG COMMUNITY ARTS CENTRE**  
**(A Company limited by guarantee)**

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**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS AND TRUSTEES OF**  
**THE STAG COMMUNITY ARTS CENTRE**

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**Opinion**

We have audited the financial statements of Stag Community Arts Centre (the 'parent charity' ) and its subsidiary (the 'group') for the year ended 31 March 2024 which comprise the Consolidated Statement of Financial Activities, the Consolidated Balance Sheet, the Charity Balance Sheet, the Consolidated Statement of cash flows and the related notes, including a summary of significant accounting policies.

The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102, The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

The financial statements have been prepared in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

This has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

In our opinion the financial statements:

- give a true and fair view of the state of the Group's and of the parent charity's affairs as at 31 March 2024 and of the Group's incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

**Basis for Opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the Group in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.  
Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Group's or the parent charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

**STAG COMMUNITY ARTS CENTRE**  
**(A Company limited by guarantee)**

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**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS AND TRUSTEES OF**  
**THE STAG COMMUNITY ARTS CENTRE**

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**Other information**

The other information comprises the information included in the Annual report other than the financial statements and our Auditor's report thereon. The Trustees are responsible for the other information contained within the Annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

**Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Trustees' report is inconsistent in any material respect with the financial statements; or
- the parent Charity has not kept sufficient accounting records; or
- the parent Charity financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

**Responsibilities of trustees**

As explained more fully in the Trustees' responsibilities statement, the Trustees are responsible for the preparation of the financial statements which give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the Group's and the parent charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the Group or the parent charity or to cease operations, or have no realistic alternative but to do so.

**Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 151 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an Auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.



**STAG COMMUNITY ARTS CENTRE**  
**(A Company limited by guarantee)**

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**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS AND TRUSTEES OF**  
**THE STAG COMMUNITY ARTS CENTRE**

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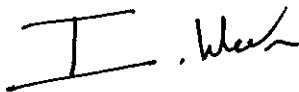
Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- enquiry of management about the Group's policies, procedures and related controls regarding compliance with laws and regulations and if there are any known instances of non-compliance;
- examining supporting documents for all material balances, transactions and disclosures;
- review of the board meeting minutes;
- enquiry of management and review and inspection of relevant correspondence;
- evaluation of the selection and application of accounting policies related to subjective measurements and complex transactions;
- analytical procedures to identify any unusual or unexpected relationships;
- testing the appropriateness of journal entries recorded in the general ledger and other adjustments made in the preparation of the financial statements; and
- review of accounting estimates for biases.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Auditor's report.

**Use of our report**

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an Auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and its trustees, as a body, for our audit work, for this report, or for the opinions we have formed.



Ian Weekes  
Senior Statutory Auditor  
For and on behalf of  
**Crowe U.K. LLP**  
Statutory Auditor  
Medway Bridge House  
1-8 Fairmeadow  
Maidstone  
Kent  
ME14 1JP

4<sup>th</sup> Decem<sup>r</sup> 2024



**STAG COMMUNITY ARTS CENTRE**  
**CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES**  
(including consolidated income and expenditure account)  
**YEAR ENDED 31 MARCH 2024**

	Notes	2024			2023		
		Restricted	Unrestricted	£	Restricted	Unrestricted	Total
INCOME		£	£	£	£	£	£
Donations	3	28,533	58,591	87,124	97,086	46,902	143,988
<i>Income from charitable activities:</i>							
Operation of community arts centre	4	-	280,836	280,836	-	264,739	264,739
<i>Income from other trading activities:</i>							
Commercial trading operations	2	-	802,672	802,672	-	670,872	670,872
Investment income	5	-	7,064	7,064	-	2,043	2,043
<b>TOTAL INCOME</b>		<b>28,533</b>	<b>1,149,163</b>	<b>1,177,696</b>	<b>97,086</b>	<b>984,556</b>	<b>1,081,642</b>
<b>EXPENDITURE</b>							
<i>Cost of raising funds:</i>							
Commercial trading operations		-	753,838	753,838	-	664,994	664,994
Operation of community arts centre	6	5,489	423,717	429,206	5,000	379,816	384,816
<b>TOTAL EXPENDITURE</b>		<b>5,489</b>	<b>1,177,555</b>	<b>1,183,044</b>	<b>5,000</b>	<b>1,044,810</b>	<b>1,049,810</b>
<b>NET INCOME/(EXPENDITURE) BEFORE TRANSFERS</b>		<b>23,044</b>	<b>(28,392)</b>	<b>(5,348)</b>	<b>92,086</b>	<b>(60,254)</b>	<b>31,832</b>
Transfers between funds		(52,736)	52,736	-	(62,000)	62,000	-
<b>NET MOVEMENT IN FUNDS FOR THE YEAR</b>		<b>(29,692)</b>	<b>24,344</b>	<b>(5,348)</b>	<b>30,086</b>	<b>1,746</b>	<b>31,832</b>
<b>RECONCILIATION OF FUNDS</b>							
<i>Total funds at 31 March 2023</i>		<b>30,106</b>	<b>334,397</b>	<b>364,503</b>	<b>20</b>	<b>332,651</b>	<b>332,671</b>
<b>TOTAL FUNDS AT 31 MARCH 2024</b>		<b>414</b>	<b>358,741</b>	<b>359,155</b>	<b>30,106</b>	<b>334,397</b>	<b>364,503</b>

All the activities relate to continuing operations.  
This statement of financial activities includes all gains and losses recognised in the current and preceding year.

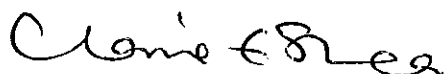
The notes on pages 26 to 33 form part of these financial statements.

**STAG COMMUNITY ARTS CENTRE**  
**CONSOLIDATED BALANCE SHEET**  
**AS AT 31 MARCH 2024**  
**Company number 07090305**

	Notes	2024 £	2023 £
<b>Fixed Assets</b>			
Tangible assets	14	216,129	201,893
		<hr/>	<hr/>
		216,129	201,893
		<hr/>	<hr/>
<b>Current Assets</b>			
Stock		8,472	8,716
Debtors	16	37,528	66,411
Cash at bank and in hand		548,630	420,764
		<hr/>	<hr/>
		594,630	495,891
		<hr/>	<hr/>
<b>Current Liabilities</b>			
Creditors: amounts falling due within one year	17	(451,604)	(333,281)
		<hr/>	<hr/>
<b>NET CURRENT ASSETS</b>		143,026	162,610
		<hr/>	<hr/>
<b>NET ASSETS</b>		359,155	364,503
		<hr/>	<hr/>
<b>FUNDS</b>			
Restricted funds	18	414	30,106
Designated funds	18	216,129	201,893
Unrestricted funds	18	142,612	132,504
		<hr/>	<hr/>
		359,155	364,503
		<hr/>	<hr/>

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act relating to small companies.

The financial statements were approved and authorised for issue by the trustees and were signed on its behalf on 27th November 2024.



Claire Shea, Chairman

The notes on pages 26 to 38 form part of these financial statements.

**STAG COMMUNITY ARTS CENTRE**  
**CHARITY BALANCE SHEET**  
**AS AT 31 MARCH 2024**  
**Company number 07090305**

	Notes	2024 £	2023 £
<b>Fixed Assets</b>			
Tangible assets	14	216,129	201,893
Investment	15	100	100
		<hr/>	<hr/>
		216,229	201,993
		<hr/>	<hr/>
<b>Current Assets</b>			
Stock		8,472	8,716
Debtors	16	86,362	72,289
Cash at bank and in hand		548,530	420,664
		<hr/>	<hr/>
		643,364	501,669
		<hr/>	<hr/>
<b>Current Liabilities</b>			
Creditors: amounts falling due within one year	17	(500,438)	(339,159)
		<hr/>	<hr/>
<b>NET CURRENT ASSETS</b>		142,926	162,510
		<hr/>	<hr/>
<b>NET ASSETS</b>		359,155	364,503
		<hr/>	<hr/>
<b>FUNDS</b>			
Restricted funds	18	414	30,106
Designated funds	18	216,129	201,893
Unrestricted funds	18	142,612	132,504
		<hr/>	<hr/>
		359,155	364,503
		<hr/>	<hr/>

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act relating to small companies. The company has taken advantage of the exemption allowed under section 408 of the Companies Act 2006 and has not presented its own statement of financial activities in these financial statements. The (deficit)/surplus of the parent company for the year was £(5,348) (2023: £31,832).

The financial statements were approved and authorised for issue by the trustees and were signed on its behalf on 27th November 2024.



Claire Shea, Chairman

The notes on pages 26 to 38 form part of these financial statements.

**STAG COMMUNITY ARTS CENTRE**  
**STATEMENT OF CASH FLOWS AND CONSOLIDATED STATEMENT OF CASH FLOWS**  
**YEAR ENDED 31 MARCH 2024**

	Notes	Group		Charity	
		2024 £	2023 £	2024 £	2023 £
Cash generated in operating activities	22	173,538	97,050	173,538	97,050
Cash flows from investing activities					
Interest income		7,064	2,043	7,064	2,043
Purchase of tangible fixed assets		(52,736)	(116,747)	(52,736)	(116,747)
Cash provided by (used in) investing activities		(45,672)	(114,704)	(45,672)	(114,704)
Cash used in financing activities		-	-	-	-
Increase/(decrease) in cash and cash equivalents in the year		127,866	(17,654)	127,866	(17,654)
Cash and cash equivalents at the beginning of the year		420,764	438,418	420,664	438,318
Total cash and cash equivalents at the end of the year		548,630	420,764	548,530	420,664

**ANALYSIS OF CHANGES IN NET DEBT**

	At 1 April 2023 £	Cash Flows £	Other non- cash changes £	At 31 March 2024 £
<b>Group</b>				
Cash and cash equivalents				
Cash	420,764	127,866	-	548,630
Cash equivalents	-	-	-	-
<b>Total</b>	<b>420,764</b>	<b>127,866</b>	<b>-</b>	<b>548,630</b>
<b>Charity</b>				
Cash and cash equivalents				
Cash	420,664	127,866	-	548,530
Cash equivalents	-	-	-	-
<b>Total</b>	<b>420,664</b>	<b>127,866</b>	<b>-</b>	<b>548,530</b>

The notes on pages 26 to 38 form part of these financial statements.



**STAG COMMUNITY ARTS CENTRE  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2024**

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**1 Accounting Policies**

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

**1.1 Basis of preparation**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS 102) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Stag Community Arts Centre meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

**1.2 Preparation of the financial statements on a going concern basis**

The trustees regard the going concern basis as appropriate since the Charity has net assets of £359,155 (2023 - £364,503), free reserves of £142,612 (2023 - £132,504), cash balances of £548,530 (2023 - £420,664) and no long term borrowings.

**1.3 Basis of consolidation**

The consolidated financial statements include the Charity and its subsidiary, Stag Community Arts Centre Trading Limited (no. 07614710). Intra-group sales and income are eliminated on consolidation and all sales and income relate to external transactions only. The subsidiary's results and balance sheet have been consolidated on a line by line basis.

A separate Statement of Financial Activities and Income and Expenditure Account for the Charity has not been presented because the Stag has taken advantage of the exemption afforded by Section 408 of the Companies Act 2006.

**1.4 Income**

All income is included in the Statement of Financial Activities when the Charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

All grants and donations receivable are recognised when the conditions for receipt have been met. Where grants and donations received are performance related or restricted to future accounting periods they are deferred and accounted for as a liability. Donations in kind are recognised at their value to the Charity when they are received.

Income from other trading activities is recognised when the group is legally entitled to the income and the amount can be quantified with reasonable accuracy. Income from goods supplied and non-refundable hire deposits are recognised at the point of sale. Other income from hire and ticket sales are recognised on the date the performance takes place.

No amounts are included in the financial statements for services donated by volunteers.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant are recognised at the time of the donation.

**STAG COMMUNITY ARTS CENTRE  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2024**

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**1.5 Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the Bank.

**1.6 Restricted, Designated and Unrestricted Funds**

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors which have been raised by the Charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

**1.7 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Cost of raising funds comprise the costs of commercial trading and their associated support costs.
- Expenditure on charitable activities includes the costs of all activities undertaken to further the purposes of the Charity and their associated support costs.

Support costs are those functions that assist the work of the Charity but are not directly attributable to one particular activity. Support costs include back office costs and governance costs which support the Stag's activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities on a basis consistent with the use of the resources concerned.

**1.8 Operating leases**

Rentals under operating leases are charged to the Statement of Financial Activities on a straight line basis over the term of the lease.

**STAG COMMUNITY ARTS CENTRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2024**

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**1.9 Tangible fixed assets**

Individual fixed assets costing £1,000 or more are capitalised at cost and depreciated over their estimated

Leasehold improvements	10% per annum or over the life of the lease
Venue fittings and equipment	10-20% per annum

**1.10 Stock**

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow moving costs.

**1.11 Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**1.12 Cash at bank and in hand**

Cash at bank and in hand includes cash and short term liquid investments held within a current and instant access deposit account.

**1.13 Creditors and provisions**

Creditors and provisions are recognised where the Charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

**1.14 Pensions**

All eligible employees of the Charity are automatically enrolled into the WorkSave money purchase defined contribution pension scheme operated by Legal & General unless they have exercised their right to opt out of the scheme membership.

Employees joining the money purchase pension scheme contract directly with Legal & General. The Charity makes a matching contribution of up to 3% of the qualifying employees earnings to this pension scheme and acts as agent in collecting and paying over employee pension contributions. The contributions made for the accounting period are treated as an expense and were £7,289 (2023 - £6,228).

**1.15 General information**

The Stag Community Arts Centre is a registered UK charity and a company limited by guarantee. The address of its registered office and principal place of business together with details of the principal activity are disclosed in the trustees' report.

**STAG COMMUNITY ARTS CENTRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2024**

**2 Financial performance of the subsidiary**

The Charity has a wholly owned trading subsidiary that is incorporated in the UK. This subsidiary, Stag Community Arts Centre Trading Limited, runs the commercial cinema together with any commercial hire and sale operations within the Stag Community Arts Centre. The company donates its profits via deed of covenant to the Charity. The summary financial performance of the subsidiary is as follows:

	2024	2023
	£	£
Turnover	802,672	670,872
Cost of sales and administration costs	<u>(753,838)</u>	<u>(664,994)</u>
<b>Profit for the financial year</b>	<b>48,834</b>	<b>5,878</b>
Distribution - Deed of Covenant	<u>(48,834)</u>	<u>(5,878)</u>
<b>Profit for the financial year after distribution</b>	<b>-</b>	<b>-</b>
<b>Aggregate share capital and reserves</b>	<u><b>100</b></u>	<u><b>100</b></u>

**3 Donations**

	2024	2023
	£	£
Donations from Trusts, Foundations and Councils	<u><b>87,124</b></u>	<u><b>143,988</b></u>

The income from donations was £87,124 (2023 - £143,988) of which £28,533 (2023 - £97,086) was restricted and £58,591 (2023 - £46,902) unrestricted.

The Charity benefits greatly from the involvement and enthusiastic support of its many volunteers, details of which are given in our annual report. In accordance with FRS 102 and the Charities SORP (FRS 102), the economic contribution of general volunteers is not recognised in the financial statements.

**4 Income from charitable activities**

	Unrestricted Funds 2024 £	Unrestricted Funds 2023 £
Performance and Hire	163,066	166,771
Community Cinema	52,510	33,872
Bars and Catering	58,326	56,982
Youth Outreach	<u>6,934</u>	<u>7,114</u>
	<u><b>280,836</b></u>	<u><b>264,739</b></u>



**STAG COMMUNITY ARTS CENTRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2024**

**5 Investment income**

All of the Charity's investment income of £7,064 (2023 - £2,043) arises from money held in the Charity's interest bearing deposit accounts.

**6 Analysis of expenditure on charitable activities**

	Theatre Performance and Hire	Cinema	Youth Outreach	Bars and Catering	2024 Total	2023 Total
	£	£	£	£	£	£
Direct staff costs	93,133	8,316	-	-	101,449	91,135
Other direct costs	11,915	25,128	-	22,788	59,831	54,613
Depreciation	36,926	1,284	-	290	38,500	31,058
Governance	17,217	-	-	-	17,217	13,250
Support Costs	96,746	63,033	3,809	48,621	212,209	194,760
	<b>255,937</b>	<b>97,761</b>	<b>3,809</b>	<b>71,699</b>	<b>429,206</b>	<b>384,816</b>

Expenditure on charitable activities was £429,206 (2023 - £384,816) of which £5,489 (2023 - £5,000) was restricted and £423,717 (2023 - £379,816) was unrestricted.

**7 Summary analysis of expenditure and related income for charitable activities**

This table shows the cost of the four main charitable activities and the sources of income directly to support those activities.

	Theatre Performance and Hire	Cinema	Youth Outreach	Bars and Catering	2024 Total	2023 Total
	£	£	£	£	£	£
Costs	(255,937)	(97,761)	(3,809)	(71,699)	(429,206)	(384,816)
Hire and ticket sales	163,066	52,510	6,934	-	222,510	207,757
Food and drink sales	-	-	-	58,326	58,326	56,982
Net cost funded from other income	<b>(92,871)</b>	<b>(45,251)</b>	<b>3,125</b>	<b>(13,373)</b>	<b>(148,370)</b>	<b>(120,077)</b>

**8 Analysis of support costs**

	Theatre Performance and Hire	Cinema	Youth Outreach	Bars and Catering	2024 Total	2023 Total
	£	£	£	£	£	£
Establishment expenses	41,993	24,396	1,737	20,249	88,375	79,284
Wages and salaries	41,410	34,333	1,421	22,932	100,096	95,625
Other staff costs	855	276	42	349	1,522	1,276
General office costs	12,488	4,028	609	5,091	22,216	18,575
	<b>96,746</b>	<b>63,033</b>	<b>3,809</b>	<b>48,621</b>	<b>212,209</b>	<b>194,760</b>

**STAG COMMUNITY ARTS CENTRE**  
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**9 Analysis of governance costs**

	<b>Unrestricted Funds 2024 £</b>	<i>Unrestricted Funds 2023 £</i>
External auditor remuneration	17,217	13,250
	<u>17,217</u>	<u>13,250</u>

**10 Net income/(expenditure) for the year**

	<b>2024 £</b>	<i>2023 £</i>
This is stated after charging:		
Depreciation	38,500	31,058
Auditor's remuneration		
Audit fees for current year	12,250	11,000
Audit fees for subsidiary undertaking	3,200	2,500
	<u>38,500</u>	<u>31,058</u>

**11 Analysis of staff costs, trustee remuneration and expenses and the cost of key management personnel**

	<b>2024 £</b>	<i>2023 £</i>
Wages and salaries	453,394	427,757
Social security costs	31,030	29,464
Pension costs	7,289	6,228
	<u>491,713</u>	<u>463,449</u>

No employee had employee benefits in excess of £60,000 in the current or preceding year.

The key management personnel of the Charity comprise the Trustees, the Chief Executive Officer, The Chief Financial Officer, Deputy Chief Executive and the Cinema and Events Manager. The value of the total employee benefits of the key management personnel of the Charity was £125,137 (2023 - £123,598).

Pension costs are allocated to activities in proportion to the related staffing costs incurred and are wholly charged to unrestricted funds.

No Trustee received any remuneration, benefits from employment nor reimbursement of expenses in the current or preceding year.

**STAG COMMUNITY ARTS CENTRE**  
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**11 Analysis of staff costs, trustee remuneration and expenses and the cost of key management personnel (continued)**

No Trustee received payment for professional or other services supplied to the Charity in the current or preceding year.

**12 Staff numbers**

The average monthly head count was 34 staff (2023 - 36 staff) and the average monthly number of full time equivalent employees (including casual and part time staff) during the year were as follows:

	<b>2024</b>	<i>2023</i>
	<b>Number</b>	<i>Number</i>
Operations	<b>11</b>	<i>11</i>
Finance	<b>3</b>	<i>2</i>
Events and Marketing	<b>5</b>	<i>5</i>
	<b><u>19</u></b>	<i><u>18</u></i>

**13 Corporation taxation**

The Charity is exempt from tax on income and gains falling within Section 505 of the Taxes Act 1988 or Section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

**STAG COMMUNITY ARTS CENTRE**  
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**14 Tangible fixed assets - Charity (also comprising that of the group)**

	Leasehold improvements £	Venue Fittings & Equipment £	Total £
<b>Cost</b>			
At 1 April 2023	203,542	308,603	512,145
Additions	24,616	28,120	52,736
Disposals	-	-	-
<b>At 31 March 2024</b>	<b><u>228,158</u></b>	<b><u>336,723</u></b>	<b><u>564,881</u></b>
<b>Depreciation</b>			
At 1 April 2023	59,115	251,137	310,252
Charge for the year	16,835	21,665	38,500
Disposals	-	-	-
<b>At 31 March 2024</b>	<b><u>75,950</u></b>	<b><u>272,802</u></b>	<b><u>348,752</u></b>
<b>Net Book Value</b>			
<b>At 31 March 2024</b>	<b><u>152,208</u></b>	<b><u>63,921</u></b>	<b><u>216,129</u></b>
<i>At 31 March 2023</i>	<i><u>144,427</u></i>	<i><u>57,466</u></i>	<i><u>201,893</u></i>

**15 Investments**

The Charity holds 100 shares of £1 each in its wholly owned trading subsidiary company Stag Community Arts Centre Trading Limited which is incorporated in the United Kingdom. These are the only shares allotted, called up and fully paid. The activities and results of this company are summarised in note 2.

**16 Debtors**

	<b>Group</b>		<b>Charity</b>	
	<b>2024</b>	<b>2023</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Trade debtors	6,697	3,160	6,697	3,160
Other debtors	5,677	11,735	54,511	17,613
Prepayments and accrued income	25,154	51,516	25,154	51,516
	<b><u>37,528</u></b>	<b><u>66,411</u></b>	<b><u>86,362</u></b>	<b><u>72,289</u></b>

**17 Creditors: amounts falling due within one year**

	<b>Group</b>		<b>Charity</b>	
	<b>2024</b>	<b>2023</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Trade creditors	71,819	106,748	71,819	106,748
Taxation and social security costs	30,275	7,331	30,275	7,331
Other creditors	259,865	158,609	308,699	164,487
Accruals and deferred income	89,645	60,593	89,645	60,593
	<b><u>451,604</u></b>	<b><u>333,281</u></b>	<b><u>500,438</u></b>	<b><u>339,159</u></b>



**STAG COMMUNITY ARTS CENTRE**  
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**18 Analysis of charitable funds**

**Analysis of movements in unrestricted funds**

	Funds 1 April 2023 £	Incoming resources £	Resources expended £	Transfers £	Funds 31 March 2024 £
General Fund	132,504	1,149,163	(1,177,555)	38,500	142,612
Designated Property Assets Fund	201,893	-	-	14,236	216,129
	<b>334,397</b>	<b>1,149,163</b>	<b>(1,177,555)</b>	<b>52,736</b>	<b>358,741</b>

**Analysis of movements in unrestricted funds - previous year**

	Funds 1 April 2022 £	Incoming resources £	Resources expended £	Transfers £	Funds 31 March 2023 £
General Fund	62,790	984,556	(1,044,810)	129,968	132,504
General Dilapidations Fund	175,106	-	-	(175,106)	-
Designated Cinema Projector Fund	40,000	-	-	(40,000)	-
Designated Property Assets Fund	54,755	-	-	147,138	201,893
	<b>332,651</b>	<b>984,556</b>	<b>(1,044,810)</b>	<b>62,000</b>	<b>334,397</b>

<b>Name of unrestricted fund</b>	<b>Description, nature and purposes of the fund</b>
General Fund	The 'free reserves' after allowing for all other funds.
General Dilapidations Fund	Fund for the continuing refurbishment of The Stag and for future dilapidation repairs and renewals. This has been incorporated into the general fund.
Designated Funds:	<p>a) Designated Cinema Projector fund for the future replacement of The Stag's cinema projectors. This has been incorporated into the general fund.</p> <p>b) Designated Property Assets Fund is the value of tangible fixed assets acquired by the Stag from unrestricted funds and used by the Charity on an ongoing basis for its daily operations.</p>

**STAG COMMUNITY ARTS CENTRE**  
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**Analysis of movements in restricted fund**

	Funds 1 April 2023 £	Incoming resources £	Resources expended £	Transfers £	Funds 31 March 2024 £
Fixed asset donations	20	-	(20)	-	-
Solar Panel grant	30,086	-	(5,469)	(24,617)	-
Theatre LED Lights upgrade	-	28,533	-	(28,119)	414
	<b>30,106</b>	<b>28,533</b>	<b>(5,489)</b>	<b>(52,736)</b>	<b>414</b>

**Analysis of movements in restricted fund - previous year**

	Funds 1 April 2022 £	Incoming resources £	Resources expended £	Transfers £	Funds 31 March 2023 £
Fixed asset donations	20	-	-	-	20
Solar Panel grant	-	92,086		(62,000)	30,086
Stag Town Takeover grant	-	5,000	(5,000)	-	-
	<b>20</b>	<b>97,086</b>	<b>(5,000)</b>	<b>(62,000)</b>	<b>30,106</b>

<b>Name of restricted fund</b>	<b>Description, nature and purposes of the fund</b>
Fixed asset donations	Donations received from the Friends of Stag and other third parties that have been used to purchase specific fixed assets.
Solar Panel grant	Grants received from the CIL funds provided by Sevenoaks District Council - £42,600 and Sevenoaks Town Council - £49,486 towards the supply and installation of Solar Panels.
Theatre LED Lights upgrade	Grants received from the CIL funds provided by Sevenoaks District Council - £14,266 and Sevenoaks Town Council - £14,267 towards the LED lights upgrade project in the theatre auditorium.
Stag Town Takeover grant	Grant received from Sevenoaks Town Council (2022 - from Kent County Council) towards the cost of the annual Stag Town Takeover event held throughout Sevenoaks Town in the summer.

**STAG COMMUNITY ARTS CENTRE**  
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**19 Analysis of net assets between funds**

**Group**

	Restricted funds	Unrestricted funds	Total funds
	£	£	£
Fixed assets	-	216,129	216,129
Current assets	414	594,216	594,630
Current liabilities	-	(451,604)	(451,604)
	<u>414</u>	<u>358,741</u>	<u>359,155</u>

**Analysis of net assets between funds - previous year**

**Group**

	Restricted funds	Unrestricted funds	Total funds
	£	£	£
Fixed assets	20	201,873	201,893
Current assets	30,086	465,805	495,891
Current liabilities	-	(333,281)	(333,281)
	<u>30,106</u>	<u>334,397</u>	<u>364,503</u>

**Analysis of net assets between funds**

**Charity**

	Restricted funds	Unrestricted funds	Total funds
	£	£	£
Fixed assets	-	216,229	216,229
Current assets	414	642,950	643,364
Current liabilities	-	(500,438)	(500,438)
	<u>414</u>	<u>358,741</u>	<u>359,155</u>

**Analysis of net assets between funds - previous year**

**Charity**

	Restricted funds	Unrestricted funds	Total funds
	£	£	£
Fixed assets	20	201,973	201,993
Current assets	30,086	471,583	501,669
Current liabilities	-	(339,159)	(339,159)
	<u>30,106</u>	<u>334,397</u>	<u>364,503</u>

**STAG COMMUNITY ARTS CENTRE  
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**20 Related Party Transactions**

The trustees of the Charity are all elected Town Councillors of Sevenoaks Town Council. During the year Sevenoaks Town Council granted £27,000 (2023 - £27,000) to the Charity towards general operational costs, £14,267 (2023- £Nil) towards the LED lighting upgrade project, £Nil (2023 - £5,000) towards the Stag Town takeover event and £Nil (2023 - £49,486) towards the Solar Panel project of which £Nil was due at the year end (2023 £30,086). In addition, the Charity operates The Stag via an agreement with Sevenoaks Town Council and Sevenoaks District Council where there is an annual peppercorn rent of £1 payable to Sevenoaks Town Council. Donations in kind received from Sevenoaks Town Council towards the annual rent of the Stag have been reasonably estimated at £1,000 (2023 - £1,000).

During the financial year Sevenoaks District Council granted £14,266 (2023 - £Nil) towards the LED lighting upgrade project and £Nil (2023 - £42,600) towards the Solar Panel project.

During the financial year the following transactions took place between the Charity and its wholly owned subsidiary Stag Community Arts Centre Trading Limited:

The transfer under deed of covenant of the trading profits of Stag Community Arts Centre Trading Limited of £48,834 (2023 - £5,878) of which £48,834 was outstanding at 31 March 2024 (2023 - £5,878).

There were no other outstanding balances with related parties as at 31 March 2024 (2023 - £Nil).

**21 Agency Arrangements**

The Charity's wholly owned subsidiary, Stag Community Arts Centre Trading Limited, is responsible for the operation of the commercial cinema together with other commercial activity undertaken at the Stag.

The Charity collects the revenue on behalf of its subsidiary and incurs some of the costs associated with the running of the commercial operation. A contribution is made by the subsidiary to cover the costs incurred and donates its taxable profits to the Charity via a deed of covenant.

The Stag also acts as an agent for all performances that take place in the Stag Theatre, Stag Plaza and other performance spaces at The Stag. The Stag charges the hirer a hire fee for the use of the Stag Theatre, Stag Plaza and other performance spaces at the Stag and collects the ticket sales for the performances on behalf of the hirer. All amounts due to the performer are paid following the completion of the performance. At the year end the amounts due to hirers are included within other creditors (see note 17).



**STAG COMMUNITY ARTS CENTRE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2024**

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**22 Reconciliation of net movement in funds to net cash flow from operating activities**

	<b>Group</b>		<b>Charity</b>	
	<b>2024</b>	<b>2023</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Net movement in funds	<b>(5,348)</b>	<b>31,832</b>	<b>(5,348)</b>	<b>31,832</b>
Add back depreciation charge	<b>38,500</b>	<b>31,058</b>	<b>38,500</b>	<b>31,058</b>
Deduct interest income shown in investing	<b>(7,064)</b>	<b>(2,043)</b>	<b>(7,064)</b>	<b>(2,043)</b>
Decrease/(increase) in stock	<b>244</b>	<b>(3,022)</b>	<b>244</b>	<b>(3,022)</b>
Decrease/(increase) in debtors	<b>28,883</b>	<b>4,890</b>	<b>(14,073)</b>	<b>4,890</b>
Increase/(decrease) in creditors	<b>118,323</b>	<b>34,335</b>	<b>161,279</b>	<b>34,335</b>
Net cash generated in operating activities	<b>173,538</b>	<b>97,050</b>	<b>173,538</b>	<b>97,050</b>

**23 Accounting estimates and judgements**

In preparing the financial statements, the trustees are required to make estimates and judgements. The matters considered below are considered to be the most important in understanding the judgements that are involved in preparing the financial statements and the uncertainties that could impact the amounts reported in the results of operations, financial position and cashflows. Accounting policies are shown in note 1 to the financial statements.

**Cost allocation**

Costs not attributable to a single activity are allocated or apportioned to activities on a basis consistent with identified cost drivers for that cost category. Cost drivers utilised include turnover and floor space and judgement is exercised in applying cost drivers to cost categories.

**Remaining useful economic life of assets**

Assets are depreciated over their useful economic life as explained in note 1.9. The estimation of the remaining useful economic life of the assets concerned is one of judgement based on current and past knowledge of their operational use.

**Notional rent charge**

As described in note 20, the Charity receives a donation in kind from Sevenoaks Town Council towards the annual rent of The Stag. A notional rent charge has therefore been estimated in the financial statements based upon the specialised nature of the building.