

**Sevenoaks Town Council**  
**Minutes of the Town Council Meeting held on 3<sup>rd</sup> March 2025**  
**Held in the Council Chamber, Town Council offices, TN13 3QG**

Livestreamed and available to view on YouTube until approved by Council:  
<https://youtube.com/live/nWoIAgH2tIY>

**Meeting Commenced:** 7.00 p.m.

**Meeting Concluded:** 7.17 p.m.

Cllr Libby Ancrum, <b>Mayor</b>	Present	Cllr Sally Layne	Present
Cllr Sue Camp	Present	Cllr Lise Michaelides	Apologies
Cllr Dr Marilyn Canet	Present	Cllr Lionel O'Hara	Present
Cllr Tony Clayton, <b>Deputy Mayor</b>	Present	Cllr David Skinner OBE	Present
Cllr Catherine Daniell, Deputy Leader	Apologies	Cllr Claire Shea	Present
Cllr Dr Peter Dixon	Present	Cllr Nick Varley	Apologies
Cllr Victoria Granville	Present	Cllr Gareth Willis	Apologies
Cllr Chloe Gustard	Present	Cllr Nigel Wightman, Leader	Present

**In Attendance:** Town Clerk, Deputy Town Clerk & Responsible Finance Officer, and Senior Committee Clerk

**Members of the Public in Attendance:** 1

**Representations received from Member of the Public**

Cllr Richard Streatfeild, Sevenoaks District Council & Kent County Council (KCC), gave an update on key matters:

- KCC disappointment at not being selected for priority programme for local government reorganisation
- Initial proposals for unitary authorities to be submitted to the government in March, and detailed plans in December
- KCC elections going ahead on 1<sup>st</sup> May
- KCC had agreed a balanced budget for 2025-26 but adult social care was difficult and a SEN reorganisation underway
- Sevenoaks Library had been removed from SDC's proposals for land east of the High Street
- The Adult Education Centre was due to be sold but there was no more information at the moment
- Joint Transportation Board was to meet at the end of the month and would receive an update on speed measurements in 20mph zones
- Parking restrictions were being considered in the Trinity area

**578 Apologies for Absence**

Apologies for Absence were received and accepted as shown above.

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**579 Requests for Dispensations**

There were no requests for dispensation received.

**580 Declarations of Interest**

There were no declarations of interest received.

**581 Minutes of the Meeting of Sevenoaks Town Council held on 20<sup>th</sup> January 2025**

**RESOLVED:** to accept and sign the minutes of the Meeting of Sevenoaks Town Council held on 20<sup>th</sup> January 2025 as a true record.

**582 Minutes of Committees**

**583.1 Planning & Environment Committee**

**RESOLVED:** To receive and adopt the minutes of the meetings of the Planning & Environment Committee held on 27<sup>th</sup> January 2025, 10<sup>th</sup> February 2025 and 24<sup>th</sup> February 2025 as true records.

**583.2 Finance & Delivery Committee**

**RESOLVED:** To receive and adopt the minutes of the meeting of the Finance & Delivery Committee held on 20<sup>th</sup> January 2025 as a true record.

**584.3 Community & Wellbeing Committee**

**RESOLVED:** To receive and adopt the minutes of the meeting of the Community & Wellbeing Committee held on 3<sup>rd</sup> February 2025 as a true record.

**585 Outcome of Complaint Panel**

**RESOLVED:** To receive and note the outcome of the Complaint Panel Hearing set out below:

Date complaint received	Date of Hearing	Subject	Outcome
20.01.25	03.02.25	Laying down of headstone	Partially upheld.  STC followed correct procedures in absence of family's correct legal paperwork.  STC will be more sensitive to the condition of graves when removing shrubs etc.

**586 Freedom of Information**

**RESOLVED:** To note the following information request received under the Freedom of Information Act 2000:

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<b>Date Received</b>	<b>Date Responded</b>	<b>By</b>	<b>Topic</b>	<b>STC Hours to respond</b>
06.02.25	18.02.25	RFO	1. A list of all voluntary organisations and charities that currently receive financial support from Sevenoaks Town Council. 2. The amount allocated to each of these organisations in the most recent budget.	2

**587 Councillor Reports: Town Council Representatives on External Organisations**

Cllr Dr Dixon provided an update from the Friends of Rheinbach:

- Very successful New Year dinner had been held, attended by the Deputy Mayor and Cllr Dr Dixon
- The proposal for a summer Football Camp was progressing with discussions taking place between Sevenoaks Town Football Club and their counterparts in Rheinbach
- This year was the 25<sup>th</sup> Anniversary of the Twinning Charter, which would be celebrated during the exchange visit to Rheinbach in July

**588 Mayor's Engagements**

The Mayor was pleased to report that the Mayor's Quiz held on 1<sup>st</sup> March 2025 had raised approximately £2,200 for her nominated charities. She expressed thanks to the Town Council staff for all their hard work in making it such a successful evening.

**RESOLVED:** To note and accept the reports relating to Mayoral activities:

- a) functions attended by the Mayor or her representative up to 25<sup>th</sup> February 2025; and
- b) forthcoming Civic Events being organised by the Mayor during 2024-25.

**589 Press Releases: None.**

There being no further business, the Mayor closed the meeting.

Signed .....  
Mayor

Dated .....