Sevenoaks Town Council

Minutes of the meeting of Sevenoaks Town Council
Held on Monday 21st July 2025 in the Council Chamber, Town Council Offices, TN13 3QG

Livestreamed and available to view on YouTube until minutes approved by Council: https://youtube.com/live/Umpdn1ltDRQ

Meeting commenced: 7.00 pm Meeting Concluded: 7:24

Present:

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

In attendance: Town Clerk and Deputy Town Clerk and Responsible Finance Officer.

Members of public present: 2

Representation received from member of the public
Prior to the meeting, local historian and former editor of the Sevenoaks Chronicle, Bob Ogley gave a brief presentation on the bomb damage in Sevenoaks in 1940, detailing some of the key buildings hit. He had published a book "Sevenoaks 1940" recording this. Bob had approached the Town Council about installing plaques to mark the sites and was delighted that these had been made and were due to be installed. He thanked the Town Council for its support. It was hoped that the plaques would be installed prior to VJ Day – 15th August 2025.

227 - APOLOGIES FOR ABSENCE

Apologies for absence were received and notes as above.

228 - REQUESTS FOR DISPENSATIONS

No requests for dispensation were received.

229 - DECLARATIONS OF INTEREST

No declarations of interest were received.

230 - MINUTES OF MEETING OF EXTRA ORDINARY MEETING OF SEVENOAKS TOWN COUNCIL HELD ON 14TH JULY 2025

RESOLVED: To receive, adopt and sign the Minutes of the Meeting of the Extra Ordinary Meeting of Sevenoaks Town Council held on 14th July 2025 as a true record.

231 - MINUTES OF COMMITTEES

RESOLVED: To receive and adopt the Minutes of the following Committee meetings:

Planning & Environment Committee

- 16th June 2025
- 30th June 2025
- 14th July 2025

Finance & Delivery Committee

- 9th June 2025

Community Assets (Open Spaces) Committee

- 23rd June 2025

Youth Services Committee

- 9th July 2025

232 - SCHEME OF DELEGATION: UPDATE TO TERMS OF REFERENCE OF YOUTH SERVICES COMMITTEE

The Youth Services Committee had noted that, at the Annual Meeting held on 12th May 2025, its Terms of Reference had not been fully updated to reflect the change from Working Group to Committee and also sought clarity on whether the Chair and Vice-Chair of Finance & Delivery Committee were still members.

RESOLVED that:

1) The Chair and Vice-Chair of Finance & Delivery were not required to be members of the Youth Services Committee
2) Subject to the above, the amendments to the Scheme of Delegation, in respect of updated Terms of Reference for the Youth Services Committee be approved.

233 - REPORTS TO COUNCIL - STC REPESENTATIVES ON OUTSIDE BODIES

Cllr Dixon provided the following report:

On Saturday 12th July in the Council Chamber of Rheinbach' s celebrated glass museum, an official ceremony took place to mark 25 years of the twinning between Sevenoaks and

Rheinbach. Eleven members of Friends of Rheinbach were present, together with their hosts from Freunde von Sevenoaks, the Bürgermeister of Rheinbach, town councillors and well-wishers. Proceedings opened with some music for violin and piano, played by Julia Maassen and Peter Young. As an older teenager, Julia had been present as part of a string quartet that provided music for the initial signing ceremony in Sevenoaks.

This was followed by a speech by the Bürgermeister to which Peter Young responded by reading a greeting from Cllr Tony Clayton which was then presented to the Bürgermeister.

This was followed by speeches in German and English from Joachim Weiss, chairman of Freunde von Sevenoaks and Peter Young, chairman of Friends of Rheinbach. The Bürgermeister and the two chairmen then signed Rheinbach's Golden Book as an official record of the proceedings. There were also two further musical interludes from Julia and Peter. Proceedings were concluded with refreshments and a convivial time of conversation and reminiscences.

234 - MAYOR'S ENGAGEMENTS

RESOLVED: To note:

a. Functions attended by the Mayor or his representative up to 13th July 2025
b. Forthcoming Civic Events being organised by the Mayor during 2025/2026

235 - PRESS RELEASE:

RESOLVED: That press releases be issued in respect of:

1) Plaques being installed to mark the sites of buildings hit by bombs in 1940
2) The 25th Anniversary of the Sevenoaks/Rheinbach Town Twinning

There being no further business the Deputy Mayor closed the Meeting.

Signed …….. Dated ……..
Deputy Mayor / Mayor