

4th June 2019



You are hereby summoned to a Meeting of the **Sevenoaks Town Council** to be held in the Council Chamber, Town Council Offices, Bradbourne Vale Road, Sevenoaks on Monday 10th June 2019 following a meeting of the Finance and General Purposes Committee starting at 7pm. Town Councillors are reminded that they have a duty to state a Declaration of Interest prior to the appropriate agenda item and to consider the Crime and Disorder Act 1998 s.17 when reaching a decision.

Please note that the proceedings of this meeting 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 meetings is available online at sevenoakstown.gov.uk or by request. Members of the public addressing the Committee but not wishing to be recorded should put this request to the Clerk at the earliest possible opportunity.


Town Clerk

To assist in the speedy and efficient despatch of business, members wishing to obtain factual information on items included on the agenda are asked to enquire of the Town Clerk prior to the day of the meeting.

AGENDA

Presentation by Elizabeth Purves to The Mayor of Sevenoaks, Cllr Nick Busvine OBE of a copy of a new book, Sevenoaks: A Remarkable Town as a thank you for the recent grant given by Sevenoaks Town Council.

PUBLIC QUESTION TIME

To enable any members of the public present to draw the attention of the Town Council to any matter.

1 APOLOGIES FOR ABSENCE

To receive and note apologies for absence.

2 REQUESTS FOR DISPENSATIONS

To consider written requests from Members which have previously been submitted to the Town Clerk to enable participation in discussion and voting on items for which the Member has a Disclosable Pecuniary Interest. (s.31 & s.33 of the Localism Act 2011).

3 DECLARATIONS OF INTEREST

To receive any declarations of interest from members in respect of items of business included in the agenda for this meeting.

Town Council Offices
Bradbourne Vale Road
Sevenoaks Kent TN13 3QG

tel: 01732 459 953 fax: 01732 742 577
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Town Clerk

4 MINUTES

To receive, adopt and if correctly entered to sign the minutes of the Sevenoaks Annual Town Council meeting held on 13th May 2019 (copy minutes attached minus appendices). For appendices, please refer to the website:

[http://www.sevenoakstown.gov.uk/ UserFiles/Files/ Minutes/71073-2019_05_13_MINUTES_ACM.pdf](http://www.sevenoakstown.gov.uk/UserFiles/Files/Minutes/71073-2019_05_13_MINUTES_ACM.pdf)

Printed copies of the 54-page document are available upon request.

5 PLANNING COMMITTEE

To receive and adopt the minutes of the Planning Committee Meeting held on:

- a) 20th May (copy previously distributed and attached)
- b) 3rd June 2019 (copy minutes to follow separately on 5th June 2019).

6 ANNUAL RETURN FOR THE YEAR ENDED 31st MARCH 2019

To consider the recommendations, following the preceding meeting of the Finance and General Purposes Committee, regarding the Annual Return and Statement of Accounts for the year ended 31st March 2019.

7 YOUTH SERVICES COMMITTEE (FORMERLY SUB COMMITTEE) TERMS OF REFERENCE

To receive and consider the Town Clerk's report reviewing the Youth Services Sub Committee becoming a full committee following the Annual Council meeting [*minute 62 c refers*] (copy attached).

8 MAYOR'S ENGAGEMENTS

To receive and note

- a) the functions attended by the Mayor or her representative from May 2019 to the current date
- b) the forthcoming Civic Events being organised by the Mayor during 2019/2020
- c) the Mayor's Knole Cocktail event, to be held on Monday 8th July 2019 (copies attached).

9 PRESS RELEASE

To consider any agenda item, which would be appropriate for a press release.

Minutes of the Annual Meeting of the Sevenoaks Town Council held in the Council Chamber, Town Council Offices, Bradbourne Vale Road, Sevenoaks on Monday 13th May 2019.

Meeting Commenced: 7:00pm

Meeting Concluded: 8:14pm

PRESENT

Cllr R M C Hogarth –Mayor

Cllr Keith Bonin	Present	Cllr Tom Morris Brown	Apologies
Cllr Nicholas Busvine OBE	Present	Cllr Rachel Parry	Present
Cllr Sue Camp	Present	Cllr Richard Parry	Present
Cllr Dr Marilyn Canet	Present	Cllr Robert Piper	Present
Cllr Tony Clayton	Present	Cllr Simon Raikes	Present
Cllr Andrew Eyre	Present	Cllr Claire Shea	Present
Cllr Victoria-Granville	Present	Cllr Edward Waite	Present
Cllr Lise Michaelides	Present		

(15)

Also Present

Town Clerk

Deputy Town Clerk

Committee Clerk

Members of the Public - 21

Apologies for Absence

Cllr Tom Morris Brown

PUBLIC QUESTION TIME

No questions were posed by members of the public present.

Mayor Hogarth made the following four presentations to :

- a) **The Mayor's Outgoing Cadet**, Michael Roberts with a token of appreciation for his service.
- b) Throughout the year of office, the Mayor becomes aware of so many people who voluntarily provide time and resources for the benefit of the community of Sevenoaks. For this reason, it was decided to create a Sevenoaks Mayor's Award to recognise these contributions. The first Mayor's Award was presented in 2014.

This year the Mayor's Award was presented to Matthew Ball for his following contribution:

- Fostering a deeper understanding of the history of WW1 and its effects on the residents of Sevenoaks.
- Engendering an interest in the Great War in young people. Leading to further research of the past and how their relatives formed part of the Nation's history.
- Bringing together different sections of the community who would not necessarily normally come into contact with one another leading to greater understanding and harmony
- Providing invaluable reference resources for future generations
- Producing two publications relating to the WW1 and Sevenoaks
- emphasising how one person in a community can make a difference.

A presentation would be made to Matthew at a separate time.

- c) **the Mayor's Charities** he had supported during his term of office and presented each charity with a cheque:
- i. **Sevenoaks Powerchair Football Club [SPCFC]:** The Captain, Mr Dan Stevens and the Chairman, Mr Matthew Stevens were presented with a cheque for £16,600, which the Mayor hoped would help with their accommodation and travel expenses when playing in Nottingham and Cheltenham in the future.
The Mayor hoped they would remain in the top division of the Premier League. The aim at the beginning of the Mayoral Year was to raise awareness for the Sevenoaks Powerchair Football Club, which has succeeded with them establishing an Acorns Team.
 - ii. **Sevenoaks Day Nursery:** Ms Rosalyn Coulstock, a Trustee, was presented with a cheque for £2,700 towards the new build.
 - iii. **3G Rugby Pitch at Knole:** The Chairman of Open Spaces & Leisure was presented with a cheque for **£2,700** by the Mayor to go towards a 3G Rugby Pitch.
 - iv. **Stag:** The Chairman of the Trustees, was presented with a cheque for **£2,700** for the Stag Community Arts Centre.
 - v. **Alice's Ark:** The Mayor advised that a sum of **£2,700** was raised to be presented to the mother of a local child who had set up this charity following the illness of their child and had worked on joint ventures with the Town Council.

The Mayor was proud to announce that he and the Mayoral team together had raised a total of £27,378.

- d) **KALC Community Award 2019** - Last year the former Mayor presented a Mayor's Award to Steph Harrison for her work relating to Breast Cancer Care in Sevenoaks. Sevenoaks Town Council also nominated Steph Harrison for a Kent Award which was successful.
The Mayor was thus delighted to present the KALC Community Award to Steph Harrison.

50 ELECTION OF MAYOR

The Town Clerk read the notice to convene the meeting.

Cllr Roderick Hogarth nominated Cllr Nicholas Busvine OBE for the Office of Mayor for the ensuing municipal year, which was seconded by Cllr Richard Parry. There were no other nominations.

RESOLVED by a unanimous vote that Cllr Nicholas Busvine OBE be elected Mayor.

51 DECLARATION OF ACCEPTANCE OF OFFICE

Cllr Nicholas Busvine OBE signed the Statutory Declaration of Acceptance of Office.

The retiring Mayor welcomed his successor and invested him with the Mayoral Chain of Office.

CLLR NICHOLAS BUSVINE OBE IN THE CHAIR

Cllr Roderick Hogarth gave a retiring speech and addressed the Council as follows:

The Mayor thanked everyone for their support during his year of office in particular his wife Mary as Mayoress:

The Mayor confirmed the total number of engagements attended by the Mayoral team was 300 of which 75% were held within the Town of Sevenoaks and wore his robes over 30 times.

The New Mayor of Sevenoaks, Cllr Nicholas Busvine OBE, gratefully thanked the Town Council for being elected as Mayor which he considered a tremendous honour. The Mayor and his wife Madeleine the Mayoress would work as hard as possible to support their charities:

1. SSAFA, the Armed Forces Charity
2. Sevenoaks Air Cadets

3. Stag Community Arts Centre
4. Sevenoaks Rugby Football Club 3G Pitch.

Cllr Richard Parry welcomed Cllr Busvine as the new Mayor on behalf of Sevenoaks Town Council.

Cllr Piper thanked Cllr Hogarth for his year of service as Mayor on behalf of Sevenoaks Town Council.

Cllr Mrs Parry thanked Mary Hogarth for her commitment to being Mayoress for the past year and presented her and Cllr Hogarth with a gift

52 ELECTION OF DEPUTY MAYOR

The Mayor called for nominations for the office of Deputy Mayor for the ensuing year.

Cllr Tony Clayton proposed that Cllr Dr Marilyn Canet become Deputy Mayor for the 2019/2020 municipal year, which was seconded by Cllr Victoria Granville-Baxter

RESOLVED that Cllr Dr Marilyn Canet be elected as Deputy Mayor.

53 DECLARATION OF ACCEPTANCE OF OFFICE

The Deputy Mayor Cllr Dr Marilyn Canet read and signed the Declaration of Acceptance of Office.

54 DECLARATIONS OF ACCEPTANCE OF OFFICE BY COUNCILLORS

RESOLVED to note that all Declarations of Acceptance of Office had been received.

55 APOLOGIES FOR ABSENCE

RESOLVED: to note and accept apologies received from Cllr Tom Morris Brown.

56 REQUESTS FOR DISPENSATIONS

RESOLVED: to note none had been received.

RESOLVED In accordance with Sevenoaks Town Council Standing order 7(d) and under the Section 33 of the Localism Act 2011 the following Town Councillors have requested and been granted a Dispensation as a dual hatted Councillor to allow them to discuss and vote on matters where the only reason they would otherwise be prevented from taking part in discussion and voting is due to their membership of Sevenoaks District Council i.e. it does not permit Councillors to take part in discussion and voting automatically if they have a declaration of pecuniary unrelated to their membership of Sevenoaks District Council. This dispensation will be valid until the next Town Council Election in May 2023.

57 DECLARATIONS OF INTEREST

RESOLVED: to note none had been received.

The Mayor proposed from the Chair that Council, Planning, Community Infrastructure Committee and Finance & General Purposes Committee minutes be put to the vote and accepted as a true record.

RESOLVED: to adopt and sign the minutes as a true record.

58 COUNCIL MINUTES - 1st April 2019

59 PLANNING COMMITTEE - 8th and 23 April 2019

60 COMMUNITY INFRASTRUCTURE COMMITTEE - 14th April 2019

61 FINANCE & GENERAL PURPOSES COMMITTEE - 29th April 2019

The Mayor changed the order of the meeting as follows:

62 STANDING ORDERS

RESOLVED: that the Standing Orders for 2019/2020 be adopted, subject to the following amendments

(Appendix A):

a) **Standing Order 1 y) to read**

No business may be transacted at a Council Meeting, Committee Meeting or Sub Committee Meeting unless at least one third of the whole members of the Committee are present, and in no case shall the quorum of a meeting be less than three. In the case of the Planning Committee and the Finance and General Purposes Committee the quorum shall be six members.

b) **Standing Order 15 i)**

To note the membership of the Finance and General Purposes Committee be changed from 11 to 10.

c) **Standing Order 2k vi) To change Youth Services Sub Committee to a full Committee with Terms of Reference to be considered at next Council Meeting.**

63 APPOINTMENT OF STANDING COMMITTEES/SUB COMMITTEES

RESOLVED: that Standing Committees and Sub Committees be appointed as follows

(Appendix B):

Community Infrastructure Committee
Finance & General Purposes Committee
Open Spaces & Leisure Committee
Personnel Committee
Planning Committee
Community Centre User Group [*Minute 67 refers*]
Youth Services Sub Committee [*Minute 62 c) refers*]
Sevenoaks Town Partnership

64 APPOINTMENT OF CHAIRMEN, VICE CHAIRMEN AND MEMBERS OF STANDING COMMITTEES/SUB COMMITTEES

RESOLVED: that the report appointing Chairmen, Vice Chairmen and Members of Standing and Sub committees be received and adopted noting the following updates

(Appendix C):

- Personnel Committee Chairman: Cllr Clayton
 Vice Chairman: Cllr Eyre
 Change of Cllr R E Parry to Cllr R J Parry
- Youth Services Sub Committee: Chairman: Cllr Mrs Parry
 Vice Chairman: Cllr Shea

65 REPRESENTATION ON OUTSIDE BODIES

RESOLVED that the schedule of Representation on Outside Bodies be received and adopted subject to the following amendment:

- Cllr Raikes was unanimously nominated for the additional Sevenoaks Town Partnership vacancy

(Appendix D):

66 APPROVAL OF TERMS OF REFERENCE – STANDING COMMITTEES/SUB COMMITTEES

RESOLVED: that the Terms of Reference for Standing Committees and Sub Committees be received and adopted subject to the Change of Number of Membership from 11 to 10 councillors [*Minute 62 b) refers*]. (Appendix E).

67 SCHEDULE OF MEETINGS 2019/2020

RESOLVED: that the Schedule of Meetings for 2019/20 be received and adopted noting that the Community Centre User group meetings were cancelled due to the refurbishment of the building [*Minute 24 refers*].
(Appendix F).

68 ANNUAL SUBSCRIPTIONS

RESOLVED: that the schedule of Annual Subscriptions for 2019/2020 be received and agreed.
(Appendix G).

69 GENERAL POWER OF COMPETENCE

RESOLVED: that the Town Council having 100% of its councillors elected on 7th May 2019 and having a Qualified Town Clerk [including S7 of CiLCA 2012] re-adopted the General Power of Competence.

70 SEVENOAKS TOWN COUNCIL ANNUAL REPORT 2018-2019

RESOLVED: that the Town Council Annual Report 2018-2019 be received and noted.

71 GENERAL DATA PROTECTION REGULATION POLICIES [GDPR]

RESOLVED: to continue to adopt the GDPR practices.

72 MAYORS CADET

RESOLVED: that Corporal Harvey Harris-Tanzer, Sevenoaks Air Cadets, be appointed as the Mayor's Cadet for the 2019/2020 Civic Year. The Mayor presented him with the Mayor's Cadet Badge of Office.

73 CIVIC EVENTS AND INFORMATION

RESOLVED: that

- a) the functions attended by the Mayor, Deputy Mayor or representative during 2018/2019
 - b) the Civic Events planned during the 2019/2020 Civic Year
- be received and noted.

74 PRESS RELEASE

It was unanimously **RESOLVED** that the election of:

- a) Cllr Nicholas Busvine OBE to the position of Mayor
 - b) Cllr Dr Merilyn Canet to the position of the Deputy Mayor
 - c) Corporal Harvey Harris-Tanzer to the position of the Mayors Cadet
- be worthy of a press release.

The meeting closed at 8:14pm

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MAYOR

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Minutes of the PLANNING COMMITTEE meeting held in the Council Chamber, Town Council Offices, Bradbourne Vale Road, Sevenoaks, on Monday 20th May 2019 at 7.05pm.

Present:

Committee Members

Cllr Bonin	Present	Cllr Michaelides	Present
Cllr Busvine OBE	Apologies	Cllr Morris Brown	Present
Cllr Camp - Chairman	Present	Cllr Mrs Parry	Present
Cllr Canet	Present	Cllr Parry	Present
Cllr Clayton	Apologies	Cllr Piper – Vice Chairman	Present
Cllr Eyre	Present	Cllr Raikes	Apologies
Cllr Granville-Baxter	Present	Cllr Shea	Present
Cllr Hogarth	Apologies	Cllr Waite	Present

Also in attendance:

Deputy Town Clerk
3 members of the public

PUBLIC QUESTION TIME

None

75 REQUESTS FOR DISPENSATIONS

No requests for dispensations had been received.

76 DECLARATIONS OF INTEREST

None

77 DECLARATIONS OF LOBBYING

None

78 MINUTES

The Committee received the minutes of the Planning Committee meeting held on 23rd April 2019.

RESOLVED: That the minutes be received and signed.

79 ALLOCATIONS

It was noted that plans had only been allocated to returning Councillors for the first meeting of the Planning Committee, and that new Councillors would be allocated 1-2 residential applications for the next Planning Meeting. The Deputy Town Clerk confirmed he was willing to discuss plans directly with new Councillors who wanted to seek further advice, and that returning Councillors were also willing to provide guidance to new members.

80 INVITATION: DISCOVER GATWICK

RESOLVED: the following members be put forward for the 18th June date:
Cllr Parry

Cllr Mrs Parry
Cllr Shea
Cllr Michaelides
Cllr Camp (to be confirmed)

81 PLANNING APPLICATIONS

- a) The Committee received and noted planning applications considered under Chairman's Action and Delegated Authority, submitted to Sevenoaks District Council.
- b) The meeting was adjourned to allow a member of the public to speak against Summerhill, Seal Hollow Road for three minutes.
- c) The meeting reconvened and the Committee considered planning applications received during the two weeks ending 14th May 2019. **It was RESOLVED that** the comments listed on the attached schedule be forwarded to Sevenoaks District Council.

82 PRESS RELEASES

None.

Finished: 8:20pm

Signed
Chairman

Dated

Planning Applications Considered

Applications considered on 20-5-19

1	Plan Number	Planning officer	Town Councillor	Agent
	19/00132/FUL	S Mitchell 05/03/19	Cllr Canet	Clague 01227762060
Applicant		House Name	Road	Locality
Hope Church		The Mill Lane Centre	Mill Lane	Northern
Town		County	Post Code	Application date
				14/05/19
Demolition of front and side extensions. Erection of front, side and rear extensions. Alterations include the loss of car parking, improved disabled access and visual appearance.				
19/00132/FUL - Amended plan				

Sevenoaks Town Council notes the amendments but continues to reiterate its previous comments:

Sevenoaks Town Council recommended refusal unless the Planning Officer is satisfied that there will be no loss of amenity to surrounding properties, and that the travel plan is adequate to cope with the demands from a venue with circa 600 seats in the main hall. The Town Council notes that reference is made to the 'Greatness car park' operated by the Town Council, which provides parking for users of the recreation ground. The Town Council wishes to make it clear that it has not discussed the use of the recreation ground car park with the applicant, and that the car park should not form a consideration in any travel plan, nor should the spaces within it be relied upon by users of the centre.

2	Plan Number	Planning officer	Town Councillor	Agent
	19/00970/HOUSE	Alexis Stanyer 7/6/19	Cllr Eyre	Gareth Roberts 07939 06 8848
Applicant		House Name	Road	Locality
Grylls		Tweedbank Cottage	Fernside Lane	Kippington
Town		County	Post Code	Application date
				14/05/19
Two story extension to exiting cottage, repair work to existing clay tiled facades and relocation of existing driveway entrance				

Sevenoaks Town Council recommended approval.

3	Plan Number	Planning officer	Town Councillor	Agent
	19/00996/HOUSE	Samantha Simmons 26/5/19	Parry	n/a
Applicant		House Name	Road	Locality
Scott		Arkendale	Turners Gardens	Kippington
Town		County	Post Code	Application date
				02/05/19
Construction of a porch.				

Sevenoaks Town Council recommended approval.

Planning Applications Considered

Applications considered on 20-5-19

4	Plan Number	Planning officer	Town Councillor	Agent
	19/01051/HOUSE	Holly Pockett 4/6/19	Cllr Busvine	n/a
Applicant		House Name	Road	Locality
Hawkins			35 Argyle Road	Town
Town		County	Post Code	Application date
				14/05/19
Single storey rear extension with rooflights. Associated landscaping works.				

Sevenoaks Town Council recommended approval.

5	Plan Number	Planning officer	Town Councillor	Agent
	19/01099/LBCALT	Mark Mirams 27/5/19	Busvine	Ibbett Mosely 01732 4568
Applicant		House Name	Road	Locality
McLaughlin			20 London Road	Town
Town		County	Post Code	Application date
				07/05/19
Internal works - the provision of an internal staircase and ground floor toilet. The upstairs will be re-furnished but not converted.				

Sevenoaks Town Council recommended approval subject to the Conservation Officer being satisfied that the integrity of this G2 listed building will not be unduly adversely affected.

6	Plan Number	Planning officer	Town Councillor	Agent
	19/01123/FUL	Holly Pockett 4/6/19	Cllr Busvine	Delta Tech 07974 145604
Applicant		House Name	Road	Locality
Surucu		Ephesus	57-59 High Street	Town
Town		County	Post Code	Application date
				14/05/19
Single storey rear extension.				

Sevenoaks Town Council recommended approval.

7	Plan Number	Planning officer	Town Councillor	Agent
	19/01124/LBCALT	Holly Pockett 4/6/19	Cllr Busvine	Delta Tech 07974 145604
Applicant		House Name	Road	Locality
Surucu		Ephesus	57-59 High Street	Town
Town		County	Post Code	Application date
				14/05/19
Single storey rear extension.				

Sevenoaks Town Council recommended approval.

Planning Applications Considered

Applications considered on 20-5-19

8	Plan Number	Planning officer	Town Councillor	Agent
	19/01127/HOUSE	Alexis Stanyer 25/5/19	Canet	Cobden Arch Design 017
Applicant		House Name	Road	Locality
Gilman			26 Bosville Drive	Northern
Town		County	Post Code	Application date
				01/05/19
Two storey side extension. Roof alterations. Change in external materials.				

Sevenoaks Town Council recommended refusal unless the planning officer is satisfied that the proposal is in keeping with guidance set out in the residential character area assessment SPD.

9	Plan Number	Planning officer	Town Councillor	Agent
	19/01135/HOUSE	Alexis Stanyer 25/5/19	Eyre	FS Architecture 07791 95
Applicant		House Name	Road	Locality
Kandasamy			95 Solefields Road	Kippington
Town		County	Post Code	Application date
				02/05/19

Single storey extension to rear of property and associated landscaping. Conversion of existing garage to ground floor bedroom. Amendments to existing windows and doors at the front and rear.

Sevenoaks Town Council recommended approval.

10	Plan Number	Planning officer	Town Councillor	Agent
	19/01147/FUL	Emma Gore 27/5/19	Canet	Cobden Arch Design 017
Applicant		House Name	Road	Locality
McLaughlin			34 Oakdene Road	Northern
Town		County	Post Code	Application date
				03/05/19

Sub-division of plot and erection of new dwelling with new crossovers. Demolition of garage.

Sevenoaks Town Council recommended approval.

11	Plan Number	Planning officer	Town Councillor	Agent
	19/01148/HOUSE	Mark Mirams 3/6/19	Cllr Busvine	Architectural Designs 019
Applicant		House Name	Road	Locality
Dee			30 South Park	Town
Town		County	Post Code	Application date
				14/05/19

Single storey rear extension. Demolition of single storey extension

Sevenoaks Town Council recommended approval subject to the planning officer being satisfied that the applicant will be using appropriate materials to construct the extension.

Planning Applications Considered

Applications considered on 20-5-19

12	Plan Number	Planning officer	Town Councillor	Agent
	19/01150/HOUSE	Emma Gore 26/5/19	Canet	Cobden Arch Design 017 22 455000
Applicant		House Name	Road	Locality
Best			4 Westwood Way	Northern
Town		County	Post Code	Application date
				03/05/19
Conversion of roof into living accommodation including dormer window to rear.				

Sevenoaks Town Council recommended approval.

13	Plan Number	Planning officer	Town Councillor	Agent
	19/01162/HOUSE	Rebecca Fellows 4/6/19	Cllr Hogarth	KM Creations 07903 3565 22 455000
Applicant		House Name	Road	Locality
Binskin			13 Thicketts	St Johns
Town		County	Post Code	Application date
				14/05/19
Small first floor extension to the front of the property using the same footprint as the porch. First floor extension to the rear using the same footprint as the current ground floor extension.				

Sevenoaks Town Council recommended approval.

14	Plan Number	Planning officer	Town Councillor	Agent
	19/01237/REM	Mark Mirams 21/5/19	Waite	Andrew Wells Arch Plng 0 169 4 300 300
Applicant		House Name	Road	Locality
Adeleye		Summerhill	Seal Hollow Road	Eastern
Town		County	Post Code	Application date
				20/04/19
Reserved matters (Appearance, Landscaping) pursuant to condition 1 of application 18/02903/CONVAR - demolition of existing dwelling and construction of 2 replacement dwellings.				

Sevenoaks Town Council recommended refusal as the proposed application does not respect the details contained within the previously granted application(s).

Sevenoaks Town Council Meeting 10th June 2019

Youth Services Committee (formerly Sub Committee) Terms of Reference – Agenda Item No 7

Sevenoaks Town Council Resolved the following at its Annual Meeting on 13th May 2019:

Minute 62 c)
Standing Orders

Standing Order 2k vi) To change Youth Services Sub Committee to a full Committee with Terms of Reference to be considered at the next Council Meeting.

RECOMMENDED: That the following Terms of Reference for the Youth Services Sub Committee be adopted.

YOUTH SERVICES COMMITTEE TERMS OF REFERENCE

Sevenoaks Town Council operates and governs under a committee system with the following delegated powers. All Committees report direct to Council.

Councillors shall be members of the Standing Committees of the Council in accordance with Standing Orders.

To consider all matters relating to the following items and have executive powers once general policy and expenditure has been approved by the Council:

- a) Sevenoaks Youth Council
- b) House in the Basement Youth Café
- c) Liaising and working with other youth service providers with aim of assessing needs and to encourage and support activities with the aim of fostering the personal development of young people.
- d) Arranging events and facilities for young people
- e) Responsible for budgets for
 - Youth Council
 - HitB Youth Café
 - Youth Grants

- f) The Youth Services Committee may co-opt non-voting members to the Committee, including two Youth Councillors.
- g) Meetings of the Youth Services Committee to be held after Youth Council meetings.
- h) A quorum of the Youth Services Committee will be three voting members.
- i) Have executive authority to award Youth Grants to the value of £250 up to the overall budget. The Committee shall not normally support applications for funding services which are the responsibility of a statutory authority nor applications for funding of a service for a period exceeding three years, nor application forms from individuals without the demonstrated support of a recognised group, club or organisation.

Events Accepted/Attended – 2019/2020

Mayor: Councillor Nick Busvine

Day & Time	Date	Organisation & Event/Venue	Attending
Wed 10:30	15 May	Chairman & Vice Chairman Sevenoaks District Council, Chartwell Walk	Mayor
Sat 11:00	18 May	Maidstone's Civic Parade and Service, Maidstone	Mayor
Sun 09:00	19 May	Hill Climb 2019, Friends of Valence School	Deputy Mayor
Sun 7:30	19 May	Sevenoaks Symphony Orchestra, Stag Theatre	Mayor
Fri 7:30	24 May	Kentish Opera, production of Carmen, Stag Theatre	Deputy Mayor
Tues 08:00	28 May	Professionals Networking Breakfast, Rivermere	Deputy Mayor
Wed 10:00	29 May	Love your Local Market, Sevenoaks	Mayor
Thurs – Sun	30 May – 2 June	Friends of Pontoise, visit to Pontoise, France	Deputy Mayor
Fri 3:00	31 May	Bouncy Kingdom, Greatness Recreation Ground	Mayor
Tues 7:30	4 June	The League of Friends of Sevenoaks Hospital, Annual General Meeting, Sevenoaks Hospital	Mayor
Thurs 11.00	6 June	D-Day Commemoration Wreath Laying	Mayor
Thurs 6:30	6 June	Annual Exhibition, Sevenoaks Camera Club, Sevenoaks Library	Mayor
Fri 3:00	7 June	Martin Dix Retirement Tea Party, Community Centre	Mayor
Sun 3:00	9 June	Shakespeare's As you Like It, Saint Hill Manor, East Grinstead	Deputy Mayor
Tues 7:00	11 June	Mrs Ann Allen MBE, Civic Reception, Kent County Council, County Hall, Maidstone	Mayor
Thurs 5:30	13 June	Knocker & Foskett, Summer Garden Party	Deputy Mayor
Thurs 6:00	13 June	Kent Armed Forces Briefing 2019, Regimental Headquarters, Maidstone	Mayor
Sun 6:30	15 June	Hospice in the Weald Moonlight Walk, The Vine Gardens TN13 3UH	Mayor & Mayoress
Sun 2.00	16 June	Incoming Mayor of Surrey Heath – Civic Service	Mayor
Wed 10:00	16 June	Spadework	Mayor
Wed 2:00	19 June	Sevenoaks Society Heritage Community Exhibition – Kaleidoscope Gallery	Mayor
Wed 3:30	19 June	Vine Ramp Opening	Mayor
Thurs PM	20 June	Lord Lieutenant, Viscount De L'Isle – Farewell Event	Mayor & Mayoress
Sat 11.00	22 June	Open the Sevenoaks Summer Festival	Mayor & Mayoress
Sat 6.30	22 June	Sevenoaks Three Arts Festival – Present the Awards	Mayor
Sun 3:00	23 June	Civic Service, St Thomas's	Mayor & Mayoress
Fri 7:15	28 June	Sevenoaks Welcomes Refugess – Fundraising Guitar Concert at the Vine Baptist Church	Mayor & Mayoress
Sat 10.00	29 June	Armed Forces Day	Mayor

Day & Time	Date	Organisation & Event/Venue	Attending
Sat 6:30	29 June	Astra 2 Regional Swimming Gala, Sevenoaks Leisure Centre	Deputy Mayor
Sat 7.30	29 June	Fun Quiz Night to raise awareness of Prostate Cancer – Walthamstow Junior School Hall	Mayor & Mayoress
Sun 3:00	30 June	Celebrate 30 Years of Toddler Group, Vine Evangelical Church, Hitchen Hatch Lane	Deputy Mayor
Fri 10:00	5 July	In Bloom Judging Day	Mayor
Mon	8 July	Mayor's Cocktail Party	Mayor
Thurs	11 July	Cricket on the Vine	Deputy Mayor
Fri 7:15	12 July	Scouts Meeting in Council Chamber	Mayor
Mon 4.00	15 Jul	Dorothy Parrott Meeting in the Town Council Chamber	Mayor
Fri 5.00	19 July	Live on the Vine	Mayor
Wed 7:00	24 July	The Festival Theatre, Hever Castle	Mayor & Mayoress
Wed 2:00	31 July	Greatness Playdate, Greatness Recreation	Mayor
Fri TBA	2 Aug	ABF The Soldiers Charity - Beating Retreat, Royal Military Academy Sandhurst	Mayor
Sat 12:30	3 Aug	Skatepark Jam, Greatness	Mayor
Wed 2:00	7 Aug	Hillingdon Playdate	Mayor
Wed 2:00	28 Aug	Pontoise Playdate	Mayor
Fri 6:30	13 Sept	Business Awards, Knole Academy	Mayor & Mayoress
Sun 10:00	15 Sept	Ferrari Event at the Vine	Mayor & Mayoress
Mon 4:00	4 Nov	Dorothy Parrott Meeting in the Town Council Chamber	Mayor
Sun	10 Nov	Remembrance Day – The Vine War Memorial	Mayor & Mayoress
Thurs 11:00	28 Nov	Provisional date for Tree Planting	Mayor
Fri 7:00	29 Nov	Christmas Light Switch On	Mayor
Fri 5:30	20 Dec	Rivermere Residential Home – Christmas Concert & Buffet Supper	Mayor
Sat 6:30	8 Feb	Annual Quiz Night in the Plaza	Mayor & Mayoress
Mon 10:45	9 Mar	Fly the Flag for Commonwealth Day – Town Council Offices/The Vice?	Mayor



2019 – 2020

The Mayor of Sevenoaks Councillor Nick Busvine OBE

Provisional Dates for Mayoral Events

May/June 2019 6th June D-Day Commemoration Wreath Laying 23rd June Civic Service at St Thomas's Church 29th June Raise the Flag for Armed Forces Day	July 2019 8th July Cocktail Party at The Vine 19th July Live on the Vine	August 2019
September 2019 15th September 2019 Ferrari Event at The Vine4	October 2019	November 2019 10th November Remembrance Day The Vine War Memorial 28th November Provisional date for Tree Planting 29th November Christmas Lights Switch On
December 2019	January 2020 Staff Fundraising Lunch	February 2020 8th February Quiz Night
March 2020 9th March Fly the Flag for Commonwealth Day	April 2020	May 2020 8th May VE Day 75

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The Mayor & Mayoress of Sevenoaks, Cllr Nicholas Busvine OBE and Mrs Madeleine Busvine warmly invite you to join them at the Vine Gardens, Sevenoaks for their fundraising...

Mayor's Cocktail Party

In support of...



& Sevenoaks Air Cadets

Monday 8th July 7:00pm At the Vine Gardens, Dartford Road, TN13 3UH

Tickets £30.00 - Can be purchased via <https://mayorscocktailparty2019.eventbrite.co.uk>

e-mail: office@sevenoakstown.gov.uk

Phone: **01732 459953**

R.S.V.P

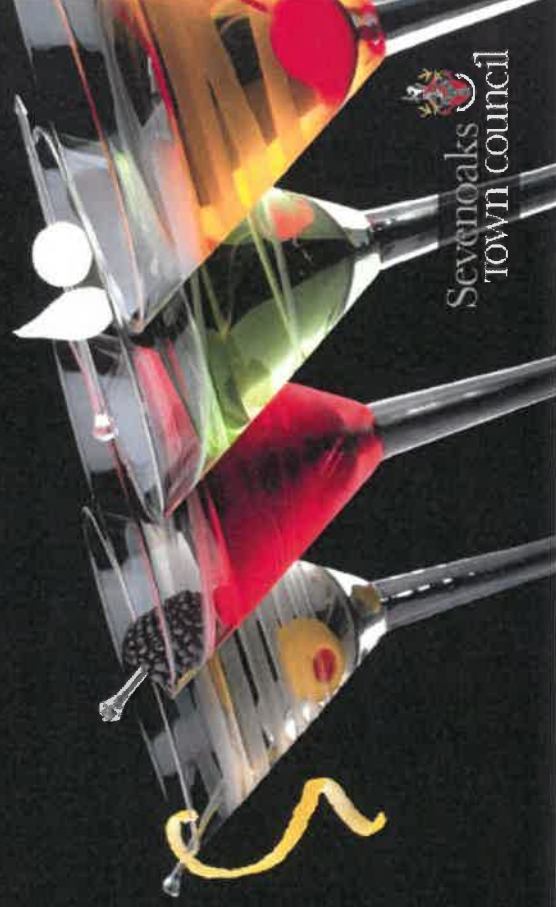
Sevenoaks Town Council, Bradbourne
Vale Road, Sevenoaks, TN13 3QG

Cocktail Dresses / Lounge Suits

Sponsored by...



Sevenoaks Vine Cricket Club



Sevenoaks
Town Council

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