

4<sup>th</sup> December 2018



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 10<sup>th</sup> December 2018 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](http://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 dispatch 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.**

The Mayor will address the Council and make the following Sevenoaks In Bloom presentations:

|                                    |
|------------------------------------|
| House in the Basement              |
| New Beacon School                  |
| Sevenoaks School                   |
| Mr Adrian Cheeseman                |
| Sevenoaks Living Landscape Project |
| The Chequers                       |
| Neal's Yard                        |
| Rockdale Housing Association       |
| Little Vine Nursery                |

## AGENDA

### 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).



Town Clerk

- 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.
- 4     MINUTES  
To receive, adopt and if correctly entered, to sign the minutes of the Sevenoaks Town Council meeting held on 29<sup>th</sup> October 2018 (copies previously distributed and to follow 5<sup>th</sup> December 2018).
- 5     PLANNING COMMITTEE  
To receive and adopt the minutes of the Planning Committee meetings held on:  
a)   5<sup>th</sup> and 19<sup>th</sup> November 2018  
b)   3<sup>rd</sup> December 2018  
(copies previously distributed and to follow 5<sup>th</sup> December 2018).
- 6     OPEN SPACES AND LEISURE COMMITTEE  
To receive and adopt the minutes of the Open Spaces and Leisure Committee meeting held on 12<sup>th</sup> November 2018. It was Noted that the minute and page numbering were incorrect and would be amended as follows:  
  - Old Minute Nos 310 to 3324 to be replaced with Minute Nos 330 to 343
  - Old Page Numbers 294 to 297 to be replaced with page Nos 305 to 308(copies previously distributed and amended minutes to follow 5<sup>th</sup> December 2018).
- 7     FINANCE AND GENERAL PURPOSES COMMITTEE  
To receive and adopt the minutes of the Finance and General Purposes Committee Meeting held on 26<sup>th</sup> November 2018 (copies previously distributed and to follow 5<sup>th</sup> December 2018).
- 8     DEED OF RECTIFICATION  
To seek agreement as per Standing Order 14 (b) for the Mayor and Town clerk to sign and seal documents regarding the Deed of Rectification Lease covering the access rights – 2 Old Timber Top Cottages (copy redacted lease to follow 5<sup>th</sup> December 2018).
- 9     PRESENTATION OF PAINTING  
To receive a painting presented by the Mayor to the Council.
- 10    MAYOR'S ENGAGEMENTS  
To receive and note  
a)   the functions attended by the Mayor or their representative from May 2018 to the current date  
b)   the forthcoming Civic Events being organised by the Mayor during 2018/2019  
(copies previously distributed and to follow 5<sup>th</sup> December 2018).
- 11    PRESS RELEASE  
To consider any agenda item, which would be appropriate for a press release.

**MINUTES OF THE TOWN COUNCIL MEETING HELD AT  
SEVENOAKS TOWN COUNCIL OFFICES  
ON MONDAY 29<sup>TH</sup> OCTOBER 2018 AT 7:00 PM**

**Meeting Commenced: 7:00 pm**

**Meeting Concluded: 7:14 p.m.**

|                                          |                             |                     |                             |
|------------------------------------------|-----------------------------|---------------------|-----------------------------|
| Cllr N J L Busvine OBE<br>(Deputy Mayor) | Present                     | Cllr R J Parry      | Present                     |
| Cllr S L Arnold                          | Apologies                   | Cllr E Parson       | Present                     |
| Cllr J M Canet                           | Apologies                   | Cllr R L Piper      | Apologies                   |
| Cllr M A Chakowa                         | Absent                      | Cllr R G Raikes     | Present                     |
| Cllr A S Clayton                         | Apologies                   | Cllr O Schneider    | Present                     |
| Cllr A Eyre                              | Apologies                   | Cllr P E Towell     | Present [arrived<br>7:04pm] |
| Cllr R M C Hogarth (Mayor)               | Present                     | Cllr E T Waite      | Apologies                   |
| Cllr Mrs R E Parry                       | Present [arrived<br>7:02pm] | Cllr Mrs P C Walshe | Present                     |

[9]

**Also Present:**

Chief Executive/Town Clerk  
Committee Clerk

The meeting was unable to be recorded.

**PUBLIC QUESTION TIME:** one member of the public was present and posed no questions.

**303 APOLOGIES FOR ABSENCE**

**RESOLVED:** that apologies received from Cllr S L Arnold, Cllr J M Canet, Cllr A S Clayton, Cllr A Eyre, Cllr R L Piper and Cllrs E T Waite be accepted.

**304 REQUESTS FOR DISPENSATION**

There were no requests for Dispensation.

**305 DECLARATIONS OF INTEREST**

There were none.

**306 MINUTES - TOWN COUNCIL MEETING 9<sup>TH</sup> JULY 2018**

**RESOLVED:** To receive, adopt and sign the minutes of the Town Council Meeting held on 9<sup>th</sup> July 2019 as being a true record of events.

**307 PLANNING COMMITTEE MEETINGS**

**RESOLVED:** to receive and adopt the Minutes of the Planning Meetings held on

- a) 16<sup>th</sup> and 30<sup>th</sup> July 2018
- b) 13<sup>th</sup> and 28<sup>th</sup> August 2018
- c) 10<sup>th</sup> and 24<sup>th</sup> September 2018
- d) 8<sup>th</sup> October 2018
- e) 22<sup>nd</sup> October 2018

as being true records of events.

**308 OPEN SPACES AND LEISURE COMMITTEE**

**RESOLVED:** To receive and adopt the Minutes of the Open Spaces and Leisure Committee Meetings held on

- a) 23<sup>rd</sup> July 2018
- b) 3<sup>rd</sup> September 2018

as being true records of events.

**309 PERSONNEL COMMITTEE**

**RESOLVED:** To receive and adopt the Minutes of the Personnel Committee Meetings held on

- a) 6<sup>th</sup> August 2018
- b) 1<sup>st</sup> October 2018

as being true records of events.

**310 COMMUNITY INFRASTRUCTURE COMMITTEE**

**RESOLVED:** To receive and adopt the Minutes of the Community Infrastructure Committee Meetings held on

- a) 20<sup>th</sup> August 2018
- b) 15<sup>th</sup> October 2018

as being true records of events.

**311 FINANCE AND GENERAL PURPOSES COMMITTEE**

**RESOLVED:** To receive and adopt the Minutes of the Finance and General Purposes Committee Meetings held on:

- a) 9<sup>th</sup> July 2018
- b) 17<sup>th</sup> September 2018 and not as stated in the agenda as 17<sup>th</sup> September 2019

as being true records of events.

**312 CHANGES TO OFFICER BANK SIGNATORIES**

**RESOLVED:** that when staff leave the employment of the Town Council, their names are automatically removed from holding this responsibility.

### 313 LIST OF APPOINTMENTS

It was noted that Cllr Piper had stepped down from the Sevenoaks Community Centre User Group.

**RESOLVED:**

- a) the Town Council extend their gratitude to Cllr R L Piper for his considerable and very positive efforts as a member of the Sevenoaks Community Centre User Group
- b) that Cllr Mrs Parry be elected as the new member on this committee [APPENDIX A attached].

### 314 MAYOR'S ENGAGEMENTS

**RESOLVED:** to receive and note the

- a) functions attended by the Mayor or his representative(s) from May until the current date
- b) forthcoming Civic Events being organised by the Mayor during 2018/2019. The Mayor advised that there is to be a "Goal Challenge" between himself and the Mayor of East Grinstead at half time at the Hockey Match, starting at 5pm, on 24<sup>th</sup> November 2018 and invited all to attend.

### 315 PRESS RELEASE

**RESOLVED:** to issue another press release of the Beacon Lighting plus a press release of the WWI Book.

There being no further business, the Mayor closed the Meeting at 7:14pm.

.....  
Mayor of Sevenoaks

.....  
Dated



Minutes of the PLANNING COMMITTEE held in the Council Chamber, Town Council Offices, Bradbourne Vale Road, Sevenoaks, on 5<sup>th</sup> November 2018 at 7.06pm.

**Present:**

**Committee Members**

|                           |           |                       |           |
|---------------------------|-----------|-----------------------|-----------|
| Cllr Arnold               | Present   | Cllr Parry            | Apologies |
| Cllr Busvine OBE          | Present   | Cllr Parson           | Present   |
| Cllr Canet                | Present   | Cllr Piper - Chairman | Present   |
| Cllr Chakowa              | Apologies | Cllr Raikes           | Present   |
| Cllr Clayton              | Apologies | Cllr Schneider        | Apologies |
| Cllr Eyre – Vice Chairman | Apologies | Cllr Towell           | Present   |
| Cllr Hogarth              | Present   | Cllr Waite            | Apologies |
| Cllr Mrs Parry            | Apologies | Cllr Walshe           | Apologies |

**Also in attendance:**

Deputy Town Clerk  
Planning Assistant

Before beginning the meeting, the Committee observed a minute's silence in memory of **Freeman John London**, who passed away on Tuesday 30<sup>th</sup> October 2018.

**PUBLIC QUESTION TIME**

None

316 **REQUESTS FOR DISPENSATIONS**

No requests for dispensations had been received.

317 **DECLARATIONS OF INTEREST**

Councillor Towell declared a non-pecuniary interest in the following application:

[10] The Trinity School, Seal Hollow Road

318 **MINUTES**

The Committee received and considered the minutes of the Planning Committee meeting held on 22<sup>nd</sup> October 2018, previously approved at Full Council.

**RESOLVED:** That the minutes be received and signed.

319 **SNOW CLEARING: BUS ROUTE 8 – SEVENOAKS TOWN CIRCULAR SERVICE**

[276 (b)] The Committee received and noted the response from Kent Highways to The Town Council's request that Bus Route 8 be added to the Snow Clearance and Gritting Rota. Members expressed disappointment that the request had been declined.

Councillor Raikes had attended the Kent Highways Parish Seminar on

5<sup>th</sup> November and reported back on issues addressed, including Snow Clearing. The Committee thanked Councillor Raikes for attending and representing the Town Council.

**It was RESOLVED that** Sevenoaks Town Council would respond to the email from Kent Highways to express and explain the reasons for, its disappointment. This would subsequently be circulated to all Members.

320 KENT DESIGN – COUNCILLOR NETWORKING EVENTS

a) The Committee received and noted the invitation from Design South East, regarding forthcoming Kent Design Events.

b) **It was RESOLVED that** Councillor Raikes would attend as Sevenoaks Town Council's representative, on Tuesday 13<sup>th</sup> November 2018 at Ashford Borough Council.

321 PLANNING APPLICATIONS

The Committee considered planning applications received during the two weeks ending 30<sup>th</sup> October 2018. **It was RESOLVED that** the comments listed on the attached schedule be forwarded to Sevenoaks District Council.

322 PRESS RELEASES

None

Finished: 8.27pm

Signed .....  
Chairman

Dated .....

# Planning Applications Considered

Applications considered on 5-11-18

|                                                                                                                                                                                                                                |                    |                            |                        |                         |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|----------------------------|------------------------|-------------------------|
| <b>1</b>                                                                                                                                                                                                                       | <b>Plan Number</b> | <b>Planning officer</b>    | <b>Town Councillor</b> | <b>Agent</b>            |
|                                                                                                                                                                                                                                | 18/02181/HOUSE     | Natalie Rowland 05-11-2018 | Cllr Schneider         | Miss Yianni 02074907704 |
| <b>Applicant</b>                                                                                                                                                                                                               |                    | <b>House Name</b>          | <b>Road</b>            | <b>Locality</b>         |
| Mrs G Jones                                                                                                                                                                                                                    |                    |                            | 38 High Street         | Town                    |
| <b>Town</b>                                                                                                                                                                                                                    |                    | <b>County</b>              | <b>Post Code</b>       | <b>Application date</b> |
|                                                                                                                                                                                                                                |                    |                            |                        | 17/10/18                |
| <b>Refurbishment of property with internal alterations and alterations to the fenestration.</b><br><br><b>18/02181/HOUSE - Amended plan</b><br><br><b>Revised plans for the above mentioned application have been received</b> |                    |                            |                        |                         |

**Awaiting Chairman's Action.**

|                                                                                                                                                                                                                                  |                    |                            |                        |                         |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|----------------------------|------------------------|-------------------------|
| <b>2</b>                                                                                                                                                                                                                         | <b>Plan Number</b> | <b>Planning officer</b>    | <b>Town Councillor</b> | <b>Agent</b>            |
|                                                                                                                                                                                                                                  | 18/02182/LBCALT    | Natalie Rowland 05-11-2018 | Cllr Schneider         | Miss Yianni 02074907704 |
| <b>Applicant</b>                                                                                                                                                                                                                 |                    | <b>House Name</b>          | <b>Road</b>            | <b>Locality</b>         |
| Mrs G Jones                                                                                                                                                                                                                      |                    |                            | 38 High Street         | Town                    |
| <b>Town</b>                                                                                                                                                                                                                      |                    | <b>County</b>              | <b>Post Code</b>       | <b>Application date</b> |
|                                                                                                                                                                                                                                  |                    |                            |                        | 17/10/18                |
| <b>Refurbishment of property with internal alterations and alterations to the fenestration.</b><br><br><b>18/02182/LBCALT - Amended plan</b><br><br><b>Revised plans for the above mentioned application have been received.</b> |                    |                            |                        |                         |

**Awaiting Chairman's Action.**

|                                                                                  |                    |                          |                         |                         |
|----------------------------------------------------------------------------------|--------------------|--------------------------|-------------------------|-------------------------|
| <b>3</b>                                                                         | <b>Plan Number</b> | <b>Planning officer</b>  | <b>Town Councillor</b>  | <b>Agent</b>            |
|                                                                                  | 18/02858/FUL       | Sean Mitchell 19-11-2018 | Cllr Parson             | Mr Paternostro 02039575 |
| <b>Applicant</b>                                                                 |                    | <b>House Name</b>        | <b>Road</b>             | <b>Locality</b>         |
| Mr D Willison                                                                    |                    |                          | 68A And 68B High Street | Town                    |
| <b>Town</b>                                                                      |                    | <b>County</b>            | <b>Post Code</b>        | <b>Application date</b> |
|                                                                                  |                    |                          |                         | 30/10/18                |
| <b>Loft conversion and construction of a rear dormer to create 1x1 Bed Flat.</b> |                    |                          |                         |                         |

**Sevenoaks Town Council recommended approval, subject to the Conservation Officer being satisfied that the materials used will match those existing.**

# Planning Applications Considered

Applications considered on 5-11-18

|                  |                    |                          |                        |                         |
|------------------|--------------------|--------------------------|------------------------|-------------------------|
| <b>4</b>         | <b>Plan Number</b> | <b>Planning officer</b>  | <b>Town Councillor</b> | <b>Agent</b>            |
|                  | 18/02996/HOUSE     | Holly Pockett 07-11-2018 | Cllr Piper             | Mr D Dennis 240140      |
| <b>Applicant</b> |                    | <b>House Name</b>        | <b>Road</b>            | <b>Locality</b>         |
| Mr & Mrs Read    |                    |                          | 7 Braeside Close       | Kippington              |
| <b>Town</b>      |                    | <b>County</b>            | <b>Post Code</b>       | <b>Application date</b> |
|                  |                    |                          |                        | 18/10/18                |

**Proposed demolition existing porch at front and build an open porch, enlarging parking area at front, proposed demolition existing ground floor at side, proposed demolish and rebuild the garage, proposed new rear extension with rooflight, proposed loft conversion and new roof, with rooflight and solar panels. (sic)**

**18/02996/HOUSE - Amended plan**

**Amended plans and proposal amendment**

**Amended proposal description:**

**Proposed demolition existing porch at front and build an open porch, enlarging parking area at front, proposed extending existing ground floor at side, proposed new rear extension with rooflights, proposed loft conversion with rooflight.**

**Sevenoaks Town Council recommended approval.**

|                  |                    |                         |                           |                         |
|------------------|--------------------|-------------------------|---------------------------|-------------------------|
| <b>5</b>         | <b>Plan Number</b> | <b>Planning officer</b> | <b>Town Councillor</b>    | <b>Agent</b>            |
|                  | 18/03112/FUL       | Emma Gore 07-11-2018    | Cllr Raikes               | Mr A Boakes 356972      |
| <b>Applicant</b> |                    | <b>House Name</b>       | <b>Road</b>               | <b>Locality</b>         |
| Mr A Lang        |                    |                         | 59A And 59B Dartford Road | St Johns                |
| <b>Town</b>      |                    | <b>County</b>           | <b>Post Code</b>          | <b>Application date</b> |
|                  |                    |                         |                           | 18/10/18                |

**Conversion of existing building from two self-contained flats into 1 family dwelling.**

**Sevenoaks Town Council recommended refusal, on the grounds that the proposal would lead to a diminution in the number of residential units.**

|                  |                    |                            |                        |                         |
|------------------|--------------------|----------------------------|------------------------|-------------------------|
| <b>6</b>         | <b>Plan Number</b> | <b>Planning officer</b>    | <b>Town Councillor</b> | <b>Agent</b>            |
|                  | 18/03153/ADV       | Natalie Rowland 15-11-2018 | Cllr Schneider         | N/A                     |
| <b>Applicant</b> |                    | <b>House Name</b>          | <b>Road</b>            | <b>Locality</b>         |
| Mr R Franks      |                    |                            | 98 London Road         | Town                    |
| <b>Town</b>      |                    | <b>County</b>              | <b>Post Code</b>       | <b>Application date</b> |
|                  |                    |                            |                        | 26/10/18                |

**6 x Cabin wrap advertisement and 1 x stair wrap.**

**Awaiting Chairman's Action.**

# Planning Applications Considered

Applications considered on 5-11-18

|                                    |                    |                           |                         |                          |
|------------------------------------|--------------------|---------------------------|-------------------------|--------------------------|
| <b>7</b>                           | <b>Plan Number</b> | <b>Planning officer</b>   | <b>Town Councillor</b>  | <b>Agent</b>             |
|                                    | 18/03177/HOUSE     | Alexis Stanyer 13-11-2018 | Cllr Raikes             | Mr Pollington 01825 7689 |
| <b>Applicant</b>                   | <b>House Name</b>  | <b>Road</b>               | <b>Locality</b>         |                          |
| Mr & Mrs Rodrigues                 |                    | 59 Bradbourne Park Road   | St Johns                |                          |
| <b>Town</b>                        | <b>County</b>      | <b>Post Code</b>          | <b>Application date</b> |                          |
|                                    |                    |                           | 24/10/18                |                          |
| <b>First floor front addition.</b> |                    |                           |                         |                          |

**Sevenoaks Town Council recommended approval.**

**Informative: Sevenoaks Town Council noted that the Certificate of Ownership for this property appears to have been switched with that for 59A Bradbourne Park Road (associated application 18/03178/HOUSE).**

|                                    |                    |                           |                         |                          |
|------------------------------------|--------------------|---------------------------|-------------------------|--------------------------|
| <b>8</b>                           | <b>Plan Number</b> | <b>Planning officer</b>   | <b>Town Councillor</b>  | <b>Agent</b>             |
|                                    | 18/03178/HOUSE     | Alexis Stanyer 13-11-2018 | Cllr Raikes             | Mr Pollington 01825 7689 |
| <b>Applicant</b>                   | <b>House Name</b>  | <b>Road</b>               | <b>Locality</b>         |                          |
| Mr & Mrs Wyss                      |                    | 59A Bradbourne Park Road  | St Johns                |                          |
| <b>Town</b>                        | <b>County</b>      | <b>Post Code</b>          | <b>Application date</b> |                          |
|                                    |                    |                           | 24/10/18                |                          |
| <b>First floor front addition.</b> |                    |                           |                         |                          |

**Sevenoaks Town Council recommended approval.**

**Informative: Sevenoaks Town Council noted that the Certificate of Ownership for this property appears to have been switched with that for 59 Bradbourne Park Road (associated application 18/03177/HOUSE).**

|                  |                    |                           |                         |                     |
|------------------|--------------------|---------------------------|-------------------------|---------------------|
| <b>9</b>         | <b>Plan Number</b> | <b>Planning officer</b>   | <b>Town Councillor</b>  | <b>Agent</b>        |
|                  | 18/03225/HOUSE     | Alexis Stanyer 16-11-2018 | Cllr Piper              | Offset Arch. 753333 |
| <b>Applicant</b> | <b>House Name</b>  | <b>Road</b>               | <b>Locality</b>         |                     |
| Mr & Mrs Peachey | White Friars Lodge | Oak Lane                  | Kippington              |                     |
| <b>Town</b>      | <b>County</b>      | <b>Post Code</b>          | <b>Application date</b> |                     |
|                  |                    |                           | 30/10/18                |                     |

**Demolition of existing detached garage and small roof storage area of property.  
Construction of new linked 2 storey side extension with 2 no. dormers on front elevation and 3 no. rooflights at rear.**

**Sevenoaks Town Council recommended approval.**

## Planning Applications Considered

Applications considered on 5-11-18

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                    |                            |                  |                        |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|----------------------------|------------------|------------------------|
| 10                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Plan Number        | Planning officer           | Town Councillor  | Agent                  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | PAG/KCC/SE/0095/20 | Miss Mary Green 09-11-2018 | Cllr Arnold      | Mr Shokar 01604 621051 |
| Applicant                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                    | House Name                 | Road             | Locality               |
| KCC Property & Infrastructure                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                    | The Trinity School         | Seal Hollow Road | Wilderness             |
| Town                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                    | County                     | Post Code        | Application date       |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                    |                            |                  | 22/10/18               |
| <p><b>Proposed 2 form of entry expansion of the Trinity School involving internal reconfiguration of existing school building, two extensions to the existing building (additional floor on rear single storey wing and 3 storey block extension to the front of the building), new dedicated child drop-off/pick-up bus layby accessed off of Seal Road/A25, reconfigured parking layout including 14 additional staff parking spaces and 2 additional visitor spaces, new MUGA, additional hardstanding playground area and associated landscape works.</b></p> <p><b>PAG/KCC/SE/0095/2018 - Amended plan</b></p> <p><b>Additional/amended details relating to highway and access matters have been submitted in respect of the above planning application.</b></p> |                    |                            |                  |                        |

Sevenoaks Town Council welcomed the concept of separating car and buses by means of a dedicated bus zone on A25 (Seal Road) which seeks to remove school buses from Seal Hollow Road and thus reduce vehicle congestion in that area. Sevenoaks Town Council also welcomed measures to improve safety on the school site itself by removing the need for pupils to cross internal vehicle routes. Sevenoaks Town Council was pleased to note the staggering of the departure of pupils, through the provision of after-school clubs.

However, Sevenoaks Town Council expressed concern over the following:

-That the speed limit along the entire stretch of the A25 will not be reduced to 30mph.

-That the proposal will increase congestion and will lead to worsening air quality on A25 (Seal Road).

-Lack of detailed information regarding drop-off/pick-up of pupils arriving by car.

-That the Traffic Survey does not allow for the ongoing expansion of pupil numbers at The Trinity School, Weald Of Kent Grammar School Annexe and nearby Seal Primary School. Sevenoaks Town Council noted that the Automatic Traffic Counter was set to record during a week in August, i.e. during the school holidays.

-Although the proposal refers to increased cycle rack provision, wider cycling infrastructure is not addressed. Sevenoaks Town Council is concerned over potential ramifications with regards to the Sevenoaks District Cycling Strategy and the various access routes to the school, as well as whether the necessary funding will be available.

**Informative: Councillors Arnold, Canet and Towell abstained from voting on this application.**

Minutes of the PLANNING COMMITTEE meeting held in the Council Chamber, Town Council Offices, Bradbourne Vale Road, Sevenoaks, on 19<sup>th</sup> November 2018 at 7.05 pm.

**Present:**

**Committee Members**

|                                  |                              |                              |                                 |
|----------------------------------|------------------------------|------------------------------|---------------------------------|
| Cllr Arnold                      | <b>Present</b>               | Cllr Parry                   | <b>Present</b>                  |
| Cllr Busvine OBE                 | <b>Present</b>               | Cllr Parson                  | <b>Present</b>                  |
| Cllr Canet                       | <b>Present</b>               | Cllr Piper - <b>Chairman</b> | <b>Present</b>                  |
| Cllr Chakowa                     | <b>Present</b>               | Cllr Raikes                  | <b>Present</b>                  |
| Cllr Clayton                     | <b>Present</b>               | Cllr Schneider               | <b>Present</b>                  |
| Cllr Eyre – <b>Vice Chairman</b> | <b>Present</b>               | Cllr Towell                  | <b>Present</b>                  |
| Cllr Hogarth                     | <b>Present</b>               | Cllr Waite                   | <b>Present (Arrived 7.32pm)</b> |
| Cllr Mrs Parry                   | <b>Present (Left 7.20pm)</b> | Cllr Walshe                  | <b>Present (Arrived 7.25pm)</b> |

**Also in attendance:**

Deputy Town Clerk  
Planning Assistant  
1 Member of the public

**PUBLIC QUESTION TIME**

None

344 **REQUESTS FOR DISPENSATIONS**

No requests for dispensations had been received.

345 **DECLARATIONS OF INTEREST**

None

346 **MINUTES**

The Committee received and considered the minutes of the Planning Committee meeting held on 5<sup>th</sup> November 2018.

[319]

**SNOW CLEARING: BUS ROUTE 8 – SEVENOAKS TOWN CIRCULAR SERVICE**

Sevenoaks Town Council's response to Kent Highways, expressing disappointment that the request to include Bus Route 8 in the Snow Clearing rota had been declined, had been circulated to Councillors prior to the meeting.

The Committee noted that a reply had subsequently been received from Kent Highways. The Chairman requested that this be circulated to Councillors.

[320 (b)]

**KENT DESIGN COUNCILLOR NETWORKING EVENT**

Councillor Raikes reported back from the Kent Design Councillor Networking Event, held by Design South East on 13<sup>th</sup> November. The Chairman thanked Councillor Raikes for attending and representing the Town Council.

**RESOLVED:** That the minutes be approved and signed.

347 PLANNING APPEALS

The Committee noted the submission of the following appeal:

- APP/G2245/W/18/3212115: 18/01242/FUL – Land West Of 3 Julians Way

348 SOUTH EAST WATER: PROPOSED NEW WATER MAIN IN SEVENOAKS

The Committee received and noted South East Water's document "Securing future tap water supplies to Sevenoaks".

**It was RESOLVED that** Sevenoaks Town Council would respond to South East Water as follows:

To reconfirm its opposition to routing the new water main through the Town Centre.

To express serious concerns regarding the possibility of routing the main along Seal Hollow Road, which would close off a major gateway into the Town.

To express unanimous support for the option of routing the main down Tonbridge Road, into Knole Park, to follow along the valley (under the Entrance Way to the Park) and then out from the Park under Seal Hollow Road.

349 PLANNING APPLICATIONS

a) The Committee received and noted planning applications considered under Chairman's Action.

b) The meeting was adjourned to allow a member of the public to speak on the following application:

[1] Crabbs Hill, 55 Mount Harry Road (Against)

c) The Committee considered planning applications received during the two weeks ending 13<sup>th</sup> November 2018. **It was RESOLVED that** the comments listed on the attached schedule be forwarded to Sevenoaks District Council.

350 PRESS RELEASES

It was noted that details of the South East Water consultation would be published, once received.

Finished: 8pm

Signed .....  
Chairman

Dated .....

# Planning Applications Considered

Applications considered on 19-11-18

| 1                                                                                                                                                                                                    | Plan Number  | Planning officer       | Town Councillor     | Agent                   |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|------------------------|---------------------|-------------------------|
|                                                                                                                                                                                                      | 18/02403/FUL | Mr M Mirams 20-11-2018 | Cllr Raikes         | Miss Harvey 01227 45754 |
| <b>Applicant</b>                                                                                                                                                                                     |              | <b>House Name</b>      | <b>Road</b>         | <b>Locality</b>         |
| Mr Latter                                                                                                                                                                                            |              | Crabbs Hill            | 55 Mount Harry Road | St Johns                |
| <b>Town</b>                                                                                                                                                                                          |              | <b>County</b>          | <b>Post Code</b>    | <b>Application date</b> |
|                                                                                                                                                                                                      |              |                        |                     | 05/11/18                |
| Demolition of the existing dwelling and outbuildings and construct an apartment building containing 10 new flats with associated parking and amenities.                                              |              |                        |                     |                         |
| 18/02403/FUL - Amended plan                                                                                                                                                                          |              |                        |                     |                         |
| Amended plans to indicate privacy screening, obscure glazed windows. Additional drawing SK30 to highlight the existing permanent retaining structures, and hatched area for the new access driveway. |              |                        |                     |                         |

Sevenoaks Town Council recommended refusal, on the following grounds:

- Continuing concerns regarding overlooking of neighbouring properties.
- Overdevelopment of the site.
- The proposal is out of keeping with guidance contained in the Residential Character Area Assessment SPD.

| 2                                | Plan Number    | Planning officer         | Town Councillor     | Agent                   |
|----------------------------------|----------------|--------------------------|---------------------|-------------------------|
|                                  | 18/03270/HOUSE | Holly Pockett 20-11-2018 | Cllr Parry          | Mr Burrows 07802580112  |
| <b>Applicant</b>                 |                | <b>House Name</b>        | <b>Road</b>         | <b>Locality</b>         |
| Mr & Mrs Holden                  |                |                          | 11 Cross Keys Close | Kippington              |
| <b>Town</b>                      |                | <b>County</b>            | <b>Post Code</b>    | <b>Application date</b> |
|                                  |                |                          |                     | 31/10/18                |
| Loft conversion with rooflights. |                |                          |                     |                         |

Sevenoaks Town Council recommended approval.

| 3                                           | Plan Number  | Planning officer     | Town Councillor  | Agent                   |
|---------------------------------------------|--------------|----------------------|------------------|-------------------------|
|                                             | 18/03276/MMA | Emma Gore 27-11-2018 | Cllr Waite       | Mr J Osher 700476       |
| <b>Applicant</b>                            |              | <b>House Name</b>    | <b>Road</b>      | <b>Locality</b>         |
| Mrs J Powell                                |              |                      | 7 Swaffield Road | Eastern                 |
| <b>Town</b>                                 |              | <b>County</b>        | <b>Post Code</b> | <b>Application date</b> |
|                                             |              |                      |                  | 08/11/18                |
| Minor Material Amendment to 17/03164/HOUSE. |              |                      |                  |                         |

Sevenoaks Town Council recommended refusal on the following grounds:

The proposal would create a terracing effect, as the proposed side extension is less than 1m from the boundary with no. 5 Swaffield Road. This goes against guidance set out in the Residential Extensions SPD.

## Planning Applications Considered

Applications considered on 19-11-18

|                                                                                                                                                                                                                                                                        |                    |                         |                        |                         |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|-------------------------|------------------------|-------------------------|
| <b>4</b>                                                                                                                                                                                                                                                               | <b>Plan Number</b> | <b>Planning officer</b> | <b>Town Councillor</b> | <b>Agent</b>            |
|                                                                                                                                                                                                                                                                        | 18/03292/HOUSE     | Emma Gore 20-11-2018    | Cllr Piper             | Mr D Uwera 753333       |
| <b>Applicant</b>                                                                                                                                                                                                                                                       |                    | <b>House Name</b>       | <b>Road</b>            | <b>Locality</b>         |
| Mrs A Tobro                                                                                                                                                                                                                                                            |                    | St Francis Lodge        | 66 Oakhill Road        | Kippington              |
| <b>Town</b>                                                                                                                                                                                                                                                            |                    | <b>County</b>           | <b>Post Code</b>       | <b>Application date</b> |
|                                                                                                                                                                                                                                                                        |                    |                         |                        | 31/10/18                |
| <b>Erection of two storey side and rear extensions including semi-basement with terrace over and open porch. Removal of previous roof extensions and new rooflights. Reconfigure rear retaining walls to increase size of patio and form new garden access stairs.</b> |                    |                         |                        |                         |

Sevenoaks Town Council recommended approval.

|                                                                       |                    |                            |                        |                         |
|-----------------------------------------------------------------------|--------------------|----------------------------|------------------------|-------------------------|
| <b>5</b>                                                              | <b>Plan Number</b> | <b>Planning officer</b>    | <b>Town Councillor</b> | <b>Agent</b>            |
|                                                                       | 18/03299/FUL       | Natalie Rowland 20-11-2018 | Cllr Parry             | Mr Saunders 01580 2419  |
| <b>Applicant</b>                                                      |                    | <b>House Name</b>          | <b>Road</b>            | <b>Locality</b>         |
| Mr & Mrs Demunck                                                      |                    | Land West Of               | Oak Lane               | Kippington              |
| <b>Town</b>                                                           |                    | <b>County</b>              | <b>Post Code</b>       | <b>Application date</b> |
|                                                                       |                    |                            |                        | 05/11/18                |
| <b>Proposed sand school with perimeter fence adjacent to stables.</b> |                    |                            |                        |                         |

Sevenoaks Town Council recommended approval.

|                                                                                                                                                                                                                                         |                    |                          |                        |                         |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|--------------------------|------------------------|-------------------------|
| <b>6</b>                                                                                                                                                                                                                                | <b>Plan Number</b> | <b>Planning officer</b>  | <b>Town Councillor</b> | <b>Agent</b>            |
|                                                                                                                                                                                                                                         | 18/03306/CONVAR    | Sean Mitchell 03-12-2018 | Cllr Eyre              | Mr Rayner 01622 851218  |
| <b>Applicant</b>                                                                                                                                                                                                                        |                    | <b>House Name</b>        | <b>Road</b>            | <b>Locality</b>         |
| QW Development 4 Ltd                                                                                                                                                                                                                    |                    |                          | 79 Weald Road          | Kippington              |
| <b>Town</b>                                                                                                                                                                                                                             |                    | <b>County</b>            | <b>Post Code</b>       | <b>Application date</b> |
|                                                                                                                                                                                                                                         |                    |                          |                        | 13/11/18                |
| <b>Variation of condition 5 (details of land levels) of application reference 17/00998/FUL to the detached dwelling and a new access. Demolition of 4 outbuildings with amendment to the finish floor level to be raised by 500 mm.</b> |                    |                          |                        |                         |

Sevenoaks Town Council recommended approval.

|                                                                                     |                    |                            |                        |                         |
|-------------------------------------------------------------------------------------|--------------------|----------------------------|------------------------|-------------------------|
| <b>7</b>                                                                            | <b>Plan Number</b> | <b>Planning officer</b>    | <b>Town Councillor</b> | <b>Agent</b>            |
|                                                                                     | 18/03320/HOUSE     | Natalie Rowland 22-11-2018 | Cllr Busvine           | Mr M Bush 740778        |
| <b>Applicant</b>                                                                    |                    | <b>House Name</b>          | <b>Road</b>            | <b>Locality</b>         |
| Ms S Harrison                                                                       |                    |                            | 81 London Road         | Town                    |
| <b>Town</b>                                                                         |                    | <b>County</b>              | <b>Post Code</b>       | <b>Application date</b> |
|                                                                                     |                    |                            |                        | 05/11/18                |
| <b>Erection of infill extension to rear of property. New wrought iron railings.</b> |                    |                            |                        |                         |

Sevenoaks Town Council recommended approval, subject to the Conservation Officer being satisfied that the historic character of the building will not be unduly compromised, and that the materials to be used are appropriate.

# Planning Applications Considered

Applications considered on 19-11-18

|                                                                                     |                    |                            |                        |                         |
|-------------------------------------------------------------------------------------|--------------------|----------------------------|------------------------|-------------------------|
| <b>8</b>                                                                            | <b>Plan Number</b> | <b>Planning officer</b>    | <b>Town Councillor</b> | <b>Agent</b>            |
|                                                                                     | 18/03321/LBCALT    | Natalie Rowland 22-11-2018 | Cllr Busvine           | Mr M Bush 740778        |
| <b>Applicant</b>                                                                    |                    | <b>House Name</b>          | <b>Road</b>            | <b>Locality</b>         |
| Ms S Harrison                                                                       |                    |                            | 81 London Road         | Town                    |
| <b>Town</b>                                                                         |                    | <b>County</b>              | <b>Post Code</b>       | <b>Application date</b> |
|                                                                                     |                    |                            |                        | 05/11/18                |
| <b>Erection of infill extension to rear of property. New wrought iron railings.</b> |                    |                            |                        |                         |

Sevenoaks Town Council recommended approval, subject to the Conservation Officer being satisfied that the historic character of the building will not be unduly compromised, and that the materials to be used are appropriate.

|                                                  |                    |                         |                        |                         |
|--------------------------------------------------|--------------------|-------------------------|------------------------|-------------------------|
| <b>9</b>                                         | <b>Plan Number</b> | <b>Planning officer</b> | <b>Town Councillor</b> | <b>Agent</b>            |
|                                                  | 18/03326/MMA       | Mr M Mirams 27-11-2018  | Cllr Clayton           | N/A                     |
| <b>Applicant</b>                                 |                    | <b>House Name</b>       | <b>Road</b>            | <b>Locality</b>         |
| Mr C Pain                                        |                    |                         | 1 Holmesdale Road      | Eastern                 |
| <b>Town</b>                                      |                    | <b>County</b>           | <b>Post Code</b>       | <b>Application date</b> |
|                                                  |                    |                         |                        | 07/11/18                |
| <b>Minor material amendment to 17/01415/FUL.</b> |                    |                         |                        |                         |

Sevenoaks Town Council recommended approval.

|                                                                                                                                                                                                                                       |                    |                         |                        |                         |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|-------------------------|------------------------|-------------------------|
| <b>10</b>                                                                                                                                                                                                                             | <b>Plan Number</b> | <b>Planning officer</b> | <b>Town Councillor</b> | <b>Agent</b>            |
|                                                                                                                                                                                                                                       | 18/03327/FUL       | Mr M Mirams 26-11-2018  | Cllr Busvine           | Mr Riddle 01225 827444  |
| <b>Applicant</b>                                                                                                                                                                                                                      |                    | <b>House Name</b>       | <b>Road</b>            | <b>Locality</b>         |
| Mr S Perry                                                                                                                                                                                                                            |                    | Lancaster Motors        | 92 London Road         | Town                    |
| <b>Town</b>                                                                                                                                                                                                                           |                    | <b>County</b>           | <b>Post Code</b>       | <b>Application date</b> |
|                                                                                                                                                                                                                                       |                    |                         |                        | 07/11/18                |
| <b>External modifications to the showroom building, adding another vehicle access point into the main building from the rear and removing the entry vestibule to the front. Re-configuring the north east and south west facades.</b> |                    |                         |                        |                         |

Sevenoaks Town Council recommended approval.

|                                                                                                                                     |                    |                           |                        |                         |
|-------------------------------------------------------------------------------------------------------------------------------------|--------------------|---------------------------|------------------------|-------------------------|
| <b>11</b>                                                                                                                           | <b>Plan Number</b> | <b>Planning officer</b>   | <b>Town Councillor</b> | <b>Agent</b>            |
|                                                                                                                                     | 18/03354/HOUSE     | Alexis Stanyer 23-11-2018 | Cllr Piper             | Mrs Buckland 885484     |
| <b>Applicant</b>                                                                                                                    |                    | <b>House Name</b>         | <b>Road</b>            | <b>Locality</b>         |
| Mrs K Wallace                                                                                                                       |                    |                           | 3 Redlands Road        | Kippington              |
| <b>Town</b>                                                                                                                         |                    | <b>County</b>             | <b>Post Code</b>       | <b>Application date</b> |
|                                                                                                                                     |                    |                           |                        | 05/11/18                |
| <b>Removal of existing terracing, re-landscaping garden including new terrace that exceeds 300mm from surrounding ground level.</b> |                    |                           |                        |                         |

Sevenoaks Town Council recommended approval.

# Planning Applications Considered

Applications considered on 19-11-18

|                                                                                                                                                                           |                    |                           |                        |                         |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|---------------------------|------------------------|-------------------------|
| <b>12</b>                                                                                                                                                                 | <b>Plan Number</b> | <b>Planning officer</b>   | <b>Town Councillor</b> | <b>Agent</b>            |
|                                                                                                                                                                           | 18/03382/HOUSE     | Alexis Stanyer 29-11-2018 | Cllr Eyre              | Mr B Best 455029        |
| <b>Applicant</b>                                                                                                                                                          |                    | <b>House Name</b>         | <b>Road</b>            | <b>Locality</b>         |
| Mr M Evans                                                                                                                                                                |                    | Rutland                   | 37 Brattle Wood        | Kippington              |
| <b>Town</b>                                                                                                                                                               |                    | <b>County</b>             | <b>Post Code</b>       | <b>Application date</b> |
|                                                                                                                                                                           |                    |                           |                        | 12/11/18                |
| <b>Demolition of existing conservatory. Construction of a 2 storey rear extension and single storey front extension. Formation of living accommodation in roof space.</b> |                    |                           |                        |                         |

Sevenoaks Town Council recommended approval.

|                                   |                    |                         |                        |                         |
|-----------------------------------|--------------------|-------------------------|------------------------|-------------------------|
| <b>13</b>                         | <b>Plan Number</b> | <b>Planning officer</b> | <b>Town Councillor</b> | <b>Agent</b>            |
|                                   | 18/03396/MMA       | Emma Gore 26-11-2018    | Cllr Waite             | Mr Thompson 01689 836   |
| <b>Applicant</b>                  |                    | <b>House Name</b>       | <b>Road</b>            | <b>Locality</b>         |
| Mr & Mrs D Dennis                 |                    |                         | 12A Wickenden Road     | Eastern                 |
| <b>Town</b>                       |                    | <b>County</b>           | <b>Post Code</b>       | <b>Application date</b> |
|                                   |                    |                         |                        | 07/11/18                |
| <b>Amendment to 17/01305/FUL.</b> |                    |                         |                        |                         |

Sevenoaks Town Council recommended approval, subject to the Planning Officer being satisfied that the overlooking of the gardens of neighbouring properties will not be detrimental to the amenity of these properties.

|                                                                                                                                                                   |                    |                          |                        |                         |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|--------------------------|------------------------|-------------------------|
| <b>14</b>                                                                                                                                                         | <b>Plan Number</b> | <b>Planning officer</b>  | <b>Town Councillor</b> | <b>Agent</b>            |
|                                                                                                                                                                   | 18/03428/HOUSE     | Holly Pockett 30-11-2018 | Cllr Waite             | Mr D Dennis 240140      |
| <b>Applicant</b>                                                                                                                                                  |                    | <b>House Name</b>        | <b>Road</b>            | <b>Locality</b>         |
| Mr & Mrs Hugill                                                                                                                                                   |                    |                          | 102 St Johns Hill      | Eastern                 |
| <b>Town</b>                                                                                                                                                       |                    | <b>County</b>            | <b>Post Code</b>       | <b>Application date</b> |
|                                                                                                                                                                   |                    |                          |                        | 12/11/18                |
| <b>Demolition of existing conservatory. Erection of single storey rear extension with rooflights and associated landscaping works including new rear terrace.</b> |                    |                          |                        |                         |

Sevenoaks Town Council recommended approval.

Town Council  
10-12-18  
05:00

Minutes of the PLANNING COMMITTEE meeting held in the Council Chamber, Town Council Offices, Bradbourne Vale Road, Sevenoaks, on 3<sup>rd</sup> December 2018 at 7.00pm.

**Present:**

**Committee Members**

|                           |                |                       |                |
|---------------------------|----------------|-----------------------|----------------|
| Cllr Arnold               | Apologies      | Cllr Parry            | Present        |
| Cllr Busvine OBE          | Apologies      | Cllr Parson           | Apologies      |
| Cllr Canet                | Present        | Cllr Piper - Chairman | Present        |
| Cllr Chakowa              | Apologies      | Cllr Raikes           | Apologies      |
| Cllr Clayton              | Present        | Cllr Schneider        | Apologies      |
| Cllr Eyre – Vice Chairman | Arrived 7:05pm | Cllr Towell           | Present        |
| Cllr Hogarth              | Apologies      | Cllr Waite            | Arrived 7:30pm |
| Cllr Mrs Parry            | Left 7:20pm    | Cllr Walshe           | Present        |

**Also in attendance:**

Deputy Town Clerk

**PUBLIC QUESTION TIME**

None

365 **REQUESTS FOR DISPENSATIONS**

No requests for dispensations had been received.

366 **DECLARATIONS OF INTEREST**

Cllr Piper noted he was the District Member for Ide Hill in relation to item 9 on the agenda which pertains to the 404/405 bus routes.

**MINUTES**

The Committee received and considered the minutes of the Planning Committee meeting held on 19<sup>th</sup> November 2018.

**RESOLVED:** That the minutes be approved and signed.

367 **PLANNING APPEALS**

a) The Committee received and noted submission of the following appeals:

- i. APP/G2245/W/18/3198092: 17/03435/FUL – Land West Of The Croft, Bradbourne Vale Road
- ii. APP/G2245/W/18/3211841: 18/01835/FUL – Fallowfield, 2 Letter Box Lane

b) The Committee received and noted the following appeal decisions:

- i. APP/G2245/D/18/3209370: 18/01078/HOUSE – Keyworth, Hopgarden Lane (Appeal Allowed)
- ii. APP/G2245/W/18/3208932: 18/01280/FUL – 11 Bouchier Close (Appeal Dismissed)

368 SOUTH EAST WATER: PROPOSED NEW WATER MAIN IN SEVENOAKS

The Committee noted the details of public consultation meetings, and the stakeholder meeting on the 18<sup>th</sup> January 2018.

**RESOLVED:** That the Deputy Town Clerk and Cllr Clayton attend the stakeholder meeting as representatives of the Town Council.

NB: The Town Council's corporate position had already been established ref Planning Committee Minute 348.

369 THREE-YEAR STRATEGY FOR KENT'S LIBRARIES: PUBLIC CONSULTATION (21<sup>ST</sup> NOVEMBER 2018 – 29<sup>TH</sup> JANUARY 2019)

The Committee noted the launch of the consultation, and that consultation papers would be circulated with the Wednesday packs.

370 DISCOVER GATWICK 2018/19

The Committee noted invitation to attend a future community engagement event at Gatwick.

**RESOLVED:** Cllrs Parry and Mrs Parry would attend on the 19<sup>th</sup> February 2018, and that Cllr Mrs Walshe would attend subject to transport arrangements date to be confirmed.

371 BUS SERVICES 404/405: PUBLIC CONSULTATION (22<sup>ND</sup> NOVEMBER – 19<sup>TH</sup> DECEMBER 2018)

The Committee received and noted the consultation.

**RESOLVED:** That KCC be requested to provide usage data for the current services.

372 PLANNING APPLICATIONS

- a) The Committee received and noted planning applications considered under Chairman's Action.
- b) The Committee considered planning applications received during the two weeks ending 27<sup>th</sup> November 2018. **It was RESOLVED that** the comments listed on the attached schedule be forwarded to Sevenoaks District Council.

373 PRESS RELEASES

None

Finished: 8:15pm

Signed .....  
Chairman

Dated .....

# Planning Applications Considered

Applications considered on 3-12-18

|                                      |                    |                           |                         |                      |
|--------------------------------------|--------------------|---------------------------|-------------------------|----------------------|
| <b>1</b>                             | <b>Plan Number</b> | <b>Planning officer</b>   | <b>Town Councillor</b>  | <b>Agent</b>         |
|                                      | 18/02693/HOUSE     | Alexis Stanyer 12-12-2018 | Cllr Towell             | Mr Howe 01580 891701 |
| <b>Applicant</b>                     | <b>House Name</b>  | <b>Road</b>               | <b>Locality</b>         |                      |
| Mr A Radford                         | Woodlands          | Bradbourne Vale Road      | Northern                |                      |
| <b>Town</b>                          | <b>County</b>      | <b>Post Code</b>          | <b>Application date</b> |                      |
|                                      |                    |                           | 22/11/18                |                      |
| <b>Single storey rear extension.</b> |                    |                           |                         |                      |

Sevenoaks Town Council recommended approval subject to the Arboricultural Officer being satisfied with the proposals and the Planning Officer being satisfied there will be no loss of amenity to neighbouring properties through overlooking.

|                  |                    |                          |                         |              |
|------------------|--------------------|--------------------------|-------------------------|--------------|
| <b>2</b>         | <b>Plan Number</b> | <b>Planning officer</b>  | <b>Town Councillor</b>  | <b>Agent</b> |
|                  | 18/03015/FUL       | Sean Mitchell 14-12-2018 | Cllr Mrs Walshe         | N/A          |
| <b>Applicant</b> | <b>House Name</b>  | <b>Road</b>              | <b>Locality</b>         |              |
| Mr D Hook        | Land South Of      | 27-33 Quakers Hall Lane  | Eastern                 |              |
| <b>Town</b>      | <b>County</b>      | <b>Post Code</b>         | <b>Application date</b> |              |
|                  |                    |                          | 26/11/18                |              |

**Proposed new single storey detached dwelling.**

**18/03015/FUL - Amended plan**

**Amended drawings showing the development within the site location plan - Cross sections and elevations/plans have been submitted.**

**Sevenoaks Town Council recommended approval.**

|                  |                    |                           |                         |                       |
|------------------|--------------------|---------------------------|-------------------------|-----------------------|
| <b>3</b>         | <b>Plan Number</b> | <b>Planning officer</b>   | <b>Town Councillor</b>  | <b>Agent</b>          |
|                  | 18/03053/HOUSE     | Alexis Stanyer 14-12-2018 | Cllr Clayton            | Mr Goodey 07725607040 |
| <b>Applicant</b> | <b>House Name</b>  | <b>Road</b>               | <b>Locality</b>         |                       |
| Ms L Fletcher    |                    | 63 Bethel Road            | Eastern                 |                       |
| <b>Town</b>      | <b>County</b>      | <b>Post Code</b>          | <b>Application date</b> |                       |
|                  |                    |                           | 27/11/18                |                       |

**Single storey side extension with rooflights and a new canopy. Loft conversion with rear dormer window. Alterations to fenestration.**

**18/03053/HOUSE - Amended plan**

**Minor amendment to the size of the proposed dormer so that it sits below the ridgeline of the subject property.**

**Following a site visit, Sevenoaks Town Council recommended refusal unless the rear dormer windows are obscure glazed and fixed shut, to preserve the amenities of neighbouring properties in Cobden Road.**

## Planning Applications Considered

Applications considered on 3-12-18

|                                                                                                                                       |              |                              |                 |                       |
|---------------------------------------------------------------------------------------------------------------------------------------|--------------|------------------------------|-----------------|-----------------------|
| 4                                                                                                                                     | Plan Number  | Planning officer             | Town Councillor | Agent                 |
|                                                                                                                                       | 18/03234/FUL | Natalie Rowland 13-12-2018   | Cllr Piper      | Mr White 01983 615004 |
| Applicant                                                                                                                             |              | House Name                   | Road            | Locality              |
| Mrs Tingley                                                                                                                           |              | Land North East Of Heron Woo | Gracious Lane   | Kippington            |
| Town                                                                                                                                  |              | County                       | Post Code       | Application date      |
|                                                                                                                                       |              |                              |                 | 23/11/18              |
| Demolition of existing equestrian buildings and exercise arena; Construction of four detached dwellings with parking and landscaping. |              |                              |                 |                       |

Sevenoaks Town Council recommended refusal as the proposals represent encroachment on the Green Belt.  
 Informative: Sevenoaks Town Council did not object to properties 2 3 and 4, but property 1 is not replacing any current structure and would materially impact the openness of the Green Belt.

|                                      |                |                            |                 |                      |
|--------------------------------------|----------------|----------------------------|-----------------|----------------------|
| 5                                    | Plan Number    | Planning officer           | Town Councillor | Agent                |
|                                      | 18/03362/HOUSE | Natalie Rowland 06-12-2018 | Cllr Towell     | Mr Woodman 077536757 |
| Applicant                            |                | House Name                 | Road            | Locality             |
| Mrs L Miller                         |                | 3 Jubilee Cottages         | Otford Road     | Northern             |
| Town                                 |                | County                     | Post Code       | Application date     |
|                                      |                |                            |                 | 16/11/18             |
| The installation of a garden annexe. |                |                            |                 |                      |

Sevenoaks Town Council recommended approval subject to the building being enured to the main dwelling in perpetuity.

|                                                                                                                                                                 |                |                           |                 |                         |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|---------------------------|-----------------|-------------------------|
| 6                                                                                                                                                               | Plan Number    | Planning officer          | Town Councillor | Agent                   |
|                                                                                                                                                                 | 18/03440/HOUSE | Alexis Stanyer 17-12-2018 | Cllr Mrs Parry  | Mr Stott-Brookes 078430 |
| Applicant                                                                                                                                                       |                | House Name                | Road            | Locality                |
| Mr T Farley                                                                                                                                                     |                |                           | 2 The Meadway   | Northern                |
| Town                                                                                                                                                            |                | County                    | Post Code       | Application date        |
|                                                                                                                                                                 |                |                           |                 | 27/11/18                |
| Demolition of existing single storey side extension to facilitate two storey side and rear extension. Replacement of front canopy. Alterations to fenestration. |                |                           |                 |                         |

Sevenoaks Town Council recommended approval.

|                               |                |                           |                     |                       |
|-------------------------------|----------------|---------------------------|---------------------|-----------------------|
| 7                             | Plan Number    | Planning officer          | Town Councillor     | Agent                 |
|                               | 18/03459/HOUSE | Alexis Stanyer 05-12-2018 | Cllr Mrs Walshe     | Mr Brooks 02088501087 |
| Applicant                     |                | House Name                | Road                | Locality              |
| Mr L Howie                    |                |                           | 39A Serpentine Road | Eastern               |
| Town                          |                | County                    | Post Code           | Application date      |
|                               |                |                           |                     | 14/11/18              |
| Single storey rear extension. |                |                           |                     |                       |

Sevenoaks Town Council recommended approval.

## Planning Applications Considered

Applications considered on 3-12-18

|                                                                                                             |                    |                         |                                |                         |
|-------------------------------------------------------------------------------------------------------------|--------------------|-------------------------|--------------------------------|-------------------------|
| <b>8</b>                                                                                                    | <b>Plan Number</b> | <b>Planning officer</b> | <b>Town Councillor</b>         | <b>Agent</b>            |
|                                                                                                             | 18/03462/FUL       | Emma Gore 12-12-2018    | Cllr Piper (OOW Adjoining Pari | Mr McQuillan 01689 8363 |
| <b>Applicant</b>                                                                                            | <b>House Name</b>  | <b>Road</b>             | <b>Locality</b>                |                         |
| Ms L Groom                                                                                                  | Land Rear Of       | 2 Uplands Close         | Riverhead (Adjoining Pari      |                         |
| <b>Town</b>                                                                                                 | <b>County</b>      | <b>Post Code</b>        | <b>Application date</b>        |                         |
|                                                                                                             |                    |                         | 22/11/18                       |                         |
| <b>Construction of detached three bedroom dwelling incorporating garage, access and off-street parking.</b> |                    |                         |                                |                         |

Sevenoaks Town Council recommended approval subject to the Planning Officer being satisfied that hard landscaping will be adequately permeable to prevent water run-off. The Council noted that there was a significant amount of hard landscaping proposed.

|                               |                           |                            |                         |                   |
|-------------------------------|---------------------------|----------------------------|-------------------------|-------------------|
| <b>9</b>                      | <b>Plan Number</b>        | <b>Planning officer</b>    | <b>Town Councillor</b>  | <b>Agent</b>      |
|                               | 18/03492/FUL              | Natalie Rowland 17-12-2018 | Cllr Parry              | Open Arch. 779580 |
| <b>Applicant</b>              | <b>House Name</b>         | <b>Road</b>                | <b>Locality</b>         |                   |
| Mr Locke                      | Land Rear Of Kipp Cottage | 61 Kippington Road         | Kippington              |                   |
| <b>Town</b>                   | <b>County</b>             | <b>Post Code</b>           | <b>Application date</b> |                   |
|                               |                           |                            | 27/11/18                |                   |
| <b>Proposed new dwelling.</b> |                           |                            |                         |                   |

Sevenoaks Town Council recommended approval.

|                                    |                    |                           |                         |                  |
|------------------------------------|--------------------|---------------------------|-------------------------|------------------|
| <b>10</b>                          | <b>Plan Number</b> | <b>Planning officer</b>   | <b>Town Councillor</b>  | <b>Agent</b>     |
|                                    | 18/03537/HOUSE     | Alexis Stanyer 12-12-2018 | Cllr Clayton            | Mr M Bush 740778 |
| <b>Applicant</b>                   | <b>House Name</b>  | <b>Road</b>               | <b>Locality</b>         |                  |
| Mr & Mrs Wheldon                   |                    | 9 Serpentine Road         | Eastern                 |                  |
| <b>Town</b>                        | <b>County</b>      | <b>Post Code</b>          | <b>Application date</b> |                  |
|                                    |                    |                           | 22/11/18                |                  |
| <b>First floor rear extension.</b> |                    |                           |                         |                  |

Sevenoaks Town Council recommended approval.

## Planning Applications Considered

Applications considered on 3-12-18

|                                                                                                                                         |                |                          |                 |                        |
|-----------------------------------------------------------------------------------------------------------------------------------------|----------------|--------------------------|-----------------|------------------------|
| 11                                                                                                                                      | Plan Number    | Planning officer         | Town Councillor | Agent                  |
|                                                                                                                                         | 18/03540/HOUSE | Holly Pockett 17-12-2018 | Cllr Parry      | Miss Davies 0771753368 |
| Applicant                                                                                                                               |                | House Name               | Road            | Locality               |
| Mrs P Furse                                                                                                                             |                |                          | 16 Oak Warren   | Kippington             |
| Town                                                                                                                                    |                | County                   | Post Code       | Application date       |
|                                                                                                                                         |                |                          |                 | 27/11/18               |
| Demolition of existing subsiding rear conservatory. Erection of single storey front and side extension with a new conservatory at rear. |                |                          |                 |                        |

**Sevenoaks Town Council recommended refusal, on the following grounds:**

**The property is situated on Metropolitan Green Belt Land.**

**The proposal is overbearing and of excessive bulk.**

**The proposal would have an unacceptably adverse impact on the amenity of neighbouring properties.**

**Informative:**

**Sevenoaks Town Council believes that the conservatory which is to be demolished was added after the original build. With regards to this, Sevenoaks Town Council queries how great an increase in overall mass would be permissible.**

**Sevenoaks Town Council believes that there may be historic conditions attached to development on this land and would ask the Planning Officer to take any such conditions into consideration.**

|                                             |              |                            |                  |                  |
|---------------------------------------------|--------------|----------------------------|------------------|------------------|
| 12                                          | Plan Number  | Planning officer           | Town Councillor  | Agent            |
|                                             | 18/03546/MMA | Natalie Rowland 13-12-2018 | Cllr Canet       | Mr B Best 455029 |
| Applicant                                   |              | House Name                 | Road             | Locality         |
| Mr T Kinghorn                               |              |                            | 21 Bosville Road | Northern         |
| Town                                        |              | County                     | Post Code        | Application date |
|                                             |              |                            |                  | 26/11/18         |
| Minor Material Amendment to 16/01662/HOUSE. |              |                            |                  |                  |

**Sevenoaks Town Council recommended approval.**

|                                                                          |                |                      |                 |                       |
|--------------------------------------------------------------------------|----------------|----------------------|-----------------|-----------------------|
| 13                                                                       | Plan Number    | Planning officer     | Town Councillor | Agent                 |
|                                                                          | 18/03582/HOUSE | Emma Gore 14-12-2018 | Cllr Piper      | Mr Knight 02084645147 |
| Applicant                                                                |                | House Name           | Road            | Locality              |
| Mrs Jiggins                                                              |                |                      | 16 Croft Way    | Kippington            |
| Town                                                                     |                | County               | Post Code       | Application date      |
|                                                                          |                |                      |                 | 26/11/18              |
| Two storey front bay with first floor extensions either side of the bay. |                |                      |                 |                       |

**Sevenoaks Town Council recommended approval.**

## Planning Applications Considered

Applications considered on 3-12-18

Applications Received

|                                                                                                                                                                                                           |              |                              |                           |                    |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|------------------------------|---------------------------|--------------------|
| 14                                                                                                                                                                                                        | Plan Number  | Planning officer             | Town Councillor           | Agent              |
|                                                                                                                                                                                                           | 18/03588/FUL | Natalie Rowland 17-12-2018   | Cllr Piper (Chairman OOW) | Mr J Browne 789788 |
| Applicant                                                                                                                                                                                                 |              | House Name                   | Road                      | Locality           |
| Sevenoaks Town Council                                                                                                                                                                                    |              | Sevenoaks Rugby Football Clu | Plymouth Drive            | Town               |
| Town                                                                                                                                                                                                      |              | County                       | Post Code                 | Application date   |
|                                                                                                                                                                                                           |              |                              |                           | 27/11/18           |
| The replacement of one cricket pitch with an enclosed 3G Multi Use Games Area (MUGA), a 3G cricket wicket and two multi-purpose grass pitches, including associated landscaping, lighting and enclosures. |              |                              |                           |                    |

Sevenoaks Town Council declined to comment as it is the applicant.



Town Council  
10-12-18  
06

**Sevenoaks Town Council**  
**Minutes of the Open Spaces & Leisure Committee held on 12<sup>th</sup> November 2018**  
**In the Council Chamber commencing at 7.00 p.m.**

**Committee Members present:**

|                                   |              |                     |                                              |
|-----------------------------------|--------------|---------------------|----------------------------------------------|
| Cllr S Arnold                     | Apologies    | Cllr O Schneider    | Present                                      |
| Cllr N Busvine OBE, Vice Chairman | Arrived 7.20 | Cllr P E Towell     | Present                                      |
| Cllr J M Canet                    | Present      | Cllr E Waite        | Present Arrived 7.35pm                       |
| Cllr A Eyre                       | Present      | Cllr Mrs P C Walshe | Apologies<br>Cllr Tony Clayton<br>substitute |
| Cllr R J Parry, Chairman          | Present      | Cllr S G Raikes     | Present                                      |

**In Attendance:** Town Clerk, Open Spaces Manager, Committee Clerk and Cllr Robert Piper

**330. Apologies for Absence**

As noted above.

**331. Requests for Dispensations**

There were no requests for dispensations.

**332. Declaration of Interests**

There were no declarations of interest.

**333. Minutes of the Open Spaces & Leisure Committee held on 3<sup>rd</sup> September 2018**

**RESOLVED:** That the Minutes be accepted and signed as a true record.

**334. Open Spaces & Cemetery Manager's report**

A report was received and discussed.

**CCTV**

The report was received and discussed. A further quote from Crossfire had been received.

**RESOLVED:** To delegate authority to the Town Clerk, Open Spaces Manager & Chairman and Cllr Eyre to resolve the issue of CCTV at Greatness and find the best possible solution to protect the Council's assets.

**Greatness Cemetery**

The report was received and discussed.

**RECOMMENDED:**

To the Finance and General Purposes Committee to pay for a one off Environment Agency Groundwater testing at a cost of £5,000 from 18/19 contingency funds to meet legislative requirements.

**RESOLVED:**

To apply for the relevant Faculty to enable where appropriate the removal of inappropriate items and tidying of plots.

**335. South & South East in Bloom**

The report was received and discussed.

Gold – Town Centre

Gold – The Vine

Silver Gilt – Upper High Street Gardens

Silver – Greatness Cemetery

Silver – Sevenoaks Common

Congratulations were given to all those involved in the project. It was requested that Rockdale be contacted early in the planning stages for 2019. A round up and plan for 2019 meeting would take place in December with date to be confirmed.

**336. Statement of Accounts for September 2018**

Report received and noted.

**337. Open Spaces & Leisure Budget**

The report was received and noted. It was requested that maintenance be carried out to the pathway and steps at Millpond Wood and to allocate necessary funds within the budget.

**RESOLVED:** To recommend Open Spaces & Leisure Budget to Finance and General Purposes Committee

**338. Bouncy Kingdom Children's Event at Greatness Recreation Ground**

The report was received and discussed.

**RESOLVED:**

To allow the event to take place with the following stipulations:

- Sevenoaks Town Council to have final say on marketing design and allocation.
- Sevenoaks Town Council has the right to cancel the event due to adverse weather conditions.

**339. Proposed Outdoor Gym at Julian's Meadow Play Area**

The report was received and discussed.

**RESOLVED:**

To apply for grant funding for a new outdoor gym to be installed at Julian's Meadow

**340. Friends of Greatness Cemetery**

The report was received and discussed.

**RESOLVED:** For Sevenoaks Town Council to create a Friends of Greatness Cemetery Group and to arrange for Terms of Reference to be produced prior to the first meeting taking place.

**341. 9 Week Horticultural Course with West Kent Mind**

The report was received and discussed.

**RECOMMENDED:** To Finance and General Purposes Committee to allocate £4,000 from grant budget to cover one course in 2019.

**342. Current Matters**

The Committee received and noted a report detailing the following matters:

| Minute number | Subject                                | Update                                                                                                                                                                                                                                      |
|---------------|----------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 236           | Warren Clock                           | Sevenoaks Town Council had taken over the ownership and maintenance of the Warren Clock shortly. Annual maintenance checks on the clock took place on 6 <sup>th</sup> November along with the Jubilee & Vine Pavilion clock.                |
| 366VI         | Vine & Cycle racks                     | Work would start in the new year once work for the chair storage unit had commenced.                                                                                                                                                        |
| 372           | Vine Pavilion Ramp                     | Funding received, work commenced on 12 <sup>th</sup> November                                                                                                                                                                               |
| 221           | Lamp post outside Lloyds Bank          | The post along with a second post near the parking meter need to be repainted. Committee Clerk to obtain quotes from F M Conway and seek possible grant funding from KCC Cllr Margaret Crabtree. Town Wardens to clean in the coming weeks. |
| 223           | Renovation of St Nicholas War Memorial | Initial conversations had taken place with St Nicholas Church. Grant pre application form submitted, next round of                                                                                                                          |

|     |                      |                                                                                                                                                                                                                                                                                                                                                                  |
|-----|----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|     |                      | funding decisions in March 2019.                                                                                                                                                                                                                                                                                                                                 |
| 226 | Anti Litter Campaign | <p>This project is to be discussed at the Youth Council meeting in December. Funding has been applied for. Research is being undertaken regarding costs relating to litter bins with separate sections for different types of litter.</p> <p>KCC to be contacted to enquire about its anti litter campaign and how Sevenoaks Town Council could be involved.</p> |

**343. Press Release**

None proposed.

There being no further business the Chairman closed the meeting at 19.49 p.m.

.....

Dated .....

Chairman

## Sevenoaks Town Council

### Minutes of the FINANCE & GENERAL PURPOSES COMMITTEE held at the Town Council Offices, Bradbourne Vale Road, Sevenoaks on Monday 26<sup>th</sup> November 2018

**Meeting Commenced: 7.00 pm**

**Meeting Concluded: 8:20 pm**

|                            |         |                     |         |
|----------------------------|---------|---------------------|---------|
| Cllr S G Raikes, Chairman  | Present | Cllr R M C Hogarth  | Present |
| Cllr N J L Busvine OBE     | Present | Cllr R J Parry      | Present |
| Cllr J M Canet             | Present | Cllr E Parson       | Present |
| Cllr M A Chakowa           | Absent  | Cllr R L Piper      | Present |
| Cllr A S Clayton           | Present | Cllr P E Towel      | Present |
| Cllr A Eyre, Vice Chairman | Present | Cllr Mrs P C Walshe | Present |

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**Also in attendance:**

Linda Larter MBE, Town Clerk  
Ade Ogun, Responsible Finance Officer  
Michèle MacDonald, Committee Clerk

**Public Question Time**

No members of the public were present.

**351 APOLOGIES FOR ABSENCE**

Cllr S Arnold sent apologies for not being in attendance.

**352 DECLARATIONS OF INTEREST**

No declarations of interest were received.

**353 REQUESTS FOR DISPENSATIONS**

There had been no requests for dispensations.

**354 MINUTES OF THE MEETING HELD ON 17<sup>TH</sup> SEPTEMBER 2018**

**RESOLVED:** to receive, accept and sign the Minutes as a true record of the meeting, subject to the following typo amendment:  
Minute 242 – Grants: Total sum awarded £2,750 instead of £2,7250.

**355 SUB COMMITTEES**

**RESOLVED:** to receive and

- a) note the minutes of the Youth Council meetings held on 19<sup>th</sup> September and the Annual General Meeting held on 7<sup>th</sup> November 2018
- b) adopt the minutes of the Youth Services Sub Committee meetings held on 19<sup>th</sup> September and 7<sup>th</sup> November 2018. It was Noted that the minute and page numbering were incorrect and should be amended as follows:
  - previous Minute Nos 303 to 309 to be replaced with Minute Nos 323 to 329
  - previous Page Numbers 291 to 293 to be replaced with page Nos 302 to 304

- c) adopt the minutes of the Sevenoaks Community Centre User Group meeting held on 17<sup>th</sup> October 2018.

### 356 FINANCE REPORTS

The Committee congratulated the Responsible Finance Officer for managing to catch up on the past three months and welcomed her back.

**RESOLVED:** It was unanimously agreed to accept the following reports: -

- a) Management Accounts for the periods:
- i. 1<sup>st</sup> to 31<sup>st</sup> July 2018 - £35,697 (net income)
  - ii. 1<sup>st</sup> to 31<sup>st</sup> August 2018 - £32,513 (net income)
  - iii. 1<sup>st</sup> to 30<sup>th</sup> September 2018 - £65,675 (net income)
- b) Supplier's Accounts for the periods:
- i. 1<sup>st</sup> to 31<sup>st</sup> July 2018 - £94,152.65
  - ii. 1<sup>st</sup> to 31<sup>st</sup> August 2018 - £328,148.38
  - iii. 1<sup>st</sup> to 30<sup>th</sup> September 2018 - £165,126.65
- c) Payroll Account for the periods:
- i. 1<sup>st</sup> to 31<sup>st</sup> July 2018 - £74,370.61
  - ii. 1<sup>st</sup> to 31<sup>st</sup> August 2018 - £69,883.89
  - iii. 1<sup>st</sup> to 30<sup>th</sup> September 2018 - £66,054.79
- d) Petty Cash Account for the periods:
- i. 1<sup>st</sup> to 31<sup>st</sup> July 2018 - £739.34
  - ii. 1<sup>st</sup> to 31<sup>st</sup> August 2018 - £867.10
  - iii. 1<sup>st</sup> to 30<sup>th</sup> September 2018 - £639.79
- e) Hospitality and Gifts Register for the period 1<sup>st</sup> July to 31<sup>st</sup> October 2018.

### 357 2019/2020 DRAFT REVENUE ESTIMATES AND ROLLING CAPITAL PROGRAMME

**RESOLVED:**

- a) Draft Revenue Budget

It was unanimously agreed to adopt the **RECOMMENDATIONS** that the:

- i. draft Open Spaces & Leisure revenue budget allows for savings of 6% on the 2018-2019 OSL budget, be accepted
- ii. one-off proposal to transfer £26,000 from reserves to meet the income shortfall expected due to the Community Centre refurbishment due to commence in June 2019, be accepted
- iii. overall draft budget for the Town Council proposing a 4.19% increase on 2018/2019 Band D of £4.82 (an increase of 9p per week) be accepted.

The Proposed 2019/20 Band D is £119.77 (2018/2019 Band D Council Tax was £114.95).

Subject to

- a review of Staff Cost of Living Raise as per Personnel Committee's recommendation
- the impact on Band D adjustment from SDC providing details of Band D properties in December 2018.

- b) Property Maintenance Programme

to adopt the future Property Maintenance Programme.

c) Charges

to increase the Town Council's charges by 3% with effect from April 2019 for the 2019/2020 period relating to:

- i. the hire of the Council Chamber
- ii. the charges for the Sevenoaks Community Centre
- iii. It was **NOTED** that the charges for the Bat & Ball Station be deferred to a future meeting of the Finance & General Purposes Committee meeting.
- iv. **RESOLVED** that the Recommendations from the Open Spaces and Leisure Committee relating to General Charges, Sports Fees and Cemetery charges [*Minute 223 OS&L 03.09.2018 refers*] be accepted.

**358 RECOMMENDATIONS FROM OPEN SPACES & LEISURE COMMITTEE**

**RESOLVED** to adopt the **RECOMMENDATIONS** from the Open Spaces and Leisure committee meeting held on 12<sup>th</sup> November 2018 to spend the following:

a) Cemetery:

£5000 - the one off Environment Agency Groundwater testing fee be spent from the 2018/19 contingency funds to meet legislative requirements [*Minute 314 refers*].

b) Millpond Wood Maintenance:

Maintenance works be carried out to the pathway and steps at Millpond Wood. Necessary funds be allocated from within the budget [*Minute 317 refers*].

c) 9-week Horticultural Course with West Kent MIND:

£4,000 be allocated from the voluntary Grant budget to cover one course in 2019 [*Minute 321 refers*].

**359 REVIEW OF INTERNAL CONTROLS**

**NOTED:** that the

- a) Risk Assessment
- b) Investment Strategy
- c) Reserves
- d) Financial Regulations

have been reviewed by the officers for the 2019/2020 period and would be submitted for approval at a future meeting of the Finance & General Purposes Committee.

**360 COMMUNITY INFRASTRUCTURE LEVY [CIL]**

The Town Clerk's report relating to the October 2018 CIL receipt was received and noted. **RESOLVED:** following the spend of £21,000 [*as identified in the 2018/2019 budget and shown in the table below*] from the October 2018 CIL payment received from the District Council of £78,815.08, it was unanimously agreed that the balance of £57,815.08 be earmarked towards the new Bat & Ball Centre.

|                         |         |
|-------------------------|---------|
| Bus Shelters 50%        | 5,000   |
| Pontoise Gates          | 2,000   |
| Skateboard Park Surface | 3,000   |
| Littlewood Fencing      | 4,000   |
| Cemetery Path Repairs   | 5,000   |
| Knole Paddock new doors | 2,000   |
| Total                   | £21,000 |

**361 MARKETS**

**RESOLVED:** unanimously to formally request Sevenoaks District Council to permit the Wednesday market to operate on the 'Charter Market' site in the High Street. The Committee requested that negotiations include:

- reduction in charge as the Town Council would vacate the Buckhurst 1 Car Park thereby enabling the District Council additional revenue income
- the same process on Wednesday as exists for the Saturday Market to include parking in the High Street for traders for the three spaces

**362 SEVENOAKS TOWN PARTNERSHIP**

**RESOLVED:** to receive and note the minutes of the Annual General Meeting General Meeting held on 24<sup>th</sup> October 2018.

**363 CURRENT MATTERS AND PRIORITIES**

**RESOLVED:** to receive and note the report relating to updates of current matters and priorities as distributed with the agenda.

It was Noted that:

- the Town Council withdrew the planning application for the Business Hub and would re-submit in the New Year
- the Neighbourhood Development Plan for Sevenoaks awaited the District Council's Economic Impact Assessment Report in order to be able to proceed. The Committee requested that the Town Clerk contact Sevenoaks District Council as Members of the committee were concerned with the delay in publishing this report is causing to the progress of the Neighbourhood Development plan.
- the Business Improvement District will be re-considered after the local elections in May 2019.

**364 PRESS RELEASE**

**RESOLVED:** that no press releases be issued.

There being no further business the Chairman closed the meeting at 8:20 pm.

Signed

.....

Chairman

Dated .....

Dated

2018

TC  
10-12-18  
No 2

SEVENOAKS TOWN COUNCIL (1)

and

and

---

DEED OF RECTIFICATION

---

2018

This deed is dated

## **PARTIES**

(1) Sevenoaks Town Council of Town Council Offices Bradbourne Vale Road Sevenoaks  
Kent TN13 3QG (**Party 1**)

(2)

## **BACKGROUND**

(A) This deed is supplement and collateral to the Original Document.

(B) The Original Document did not correctly reflect the intentions of Party 1 and Party 2.

(C) Party 1 and Party 2 have agreed to rectify the Original Document on the terms set out in this deed.

## **AGREED TERMS**

### **1. INTERPRETATION**

The following definitions and rules of interpretation apply in this deed.

#### **1.1 Definitions:**

**Original Document:** Deed of Grant relating to the Property dated 19 July 2018 and made between (1) Sevenoaks Town Council and (2)

**Property:** Land on the West Side of Bethel Road as more particularly described in the Original Document.

**1.2** Clause, Schedule and paragraph headings shall not affect the interpretation of this deed.

**1.3** A person includes a natural person, corporate or unincorporated body (whether or not having separate legal personality).

- 1.4 The Schedule forms part of this deed and shall have effect as if set out in full in the body of this deed. Any reference to this deed includes the Schedule.
- 1.5 A reference to a company shall include any company, corporation or other body corporate, wherever and however incorporated or established.
- 1.6 Unless the context otherwise requires, words in the singular shall include the plural and in the plural shall include the singular
- 1.7 Unless the context otherwise requires, a reference to one gender shall include a reference to the other genders.
- 1.8 This deed shall be binding on, and enure to the benefit of, the parties to this deed and their respective personal representatives, successors and permitted assigns, and references to any party shall include that party's personal representatives, successors and permitted assigns.
- 1.9 A reference to a statute or statutory provision is a reference to it as amended, extended or re-enacted from time to time.
- 1.10 A reference to a statute or statutory provision shall include all subordinate legislation made from time to time under that statute or statutory provision.
- 1.11 References to clauses and the Schedule are to the clauses and Schedule of the deed.
- 1.12 Any words following the terms including, include, in particular, for example or any similar expression shall be construed as illustrative and shall not limit the sense of the words, description, definition, phrase or term proceeding those terms.

## **2. RECTIFICATION OF THE ORIGINAL DOCUMENT**

- 2.1 From and including the date of this deed the Original Document shall be read and construed as rectified by the provisions set out in the Schedule.
- 2.2 The Original Document shall remain fully effective as rectified by this deed and the terms of the Original document shall have effect as though the provisions contained in this deed had been contained in the Original Document with effect from the date of this deed.

- 2.3 Party 1 and Party 2 agree that all the provisions in the Original Document (as rectified by this deed) are deemed incorporated into this deed:
- (a) for the purpose of satisfying section 2 of the Law of Property (Miscellaneous Provisions) Act 1989; and
  - (b) with the intention that the terms of the Original Document (as varied by this deed) shall remain binding on the parties

### **3. COVENANTS**

- 3.1 Party 1 covenants to observe and perform Party 1's covenants in the Original Document as rectified by this deed.
- 3.2 Party 2 covenants to observe and perform Party 2's covenants in the Original Document as rectified by this deed.

### **4. REGISTRATION OF THIS DEED WITH HM LAND REGISTRY**

- 4.1 Promptly following completion of this deed Party 2 shall apply to register this deed at HM Land Registry against registered title numbers K210983 and K423546

## **ENDORSEMENT**

Promptly following completion of this deed both Party 1 and Party 2 shall each endorse a memorandum recording the completion of this deed on the Original Document and its counterpart in the following terms:

"This deed of Grant has been rectified by a deed of Rectification dated 2018 and made between Sevenoaks Town Council and Ch...

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## **6. GOVERNING LAW**

This deed and any dispute or claim arising out of or in connection with it or its subject matter or formation (including non-contractual disputes or claims) shall be governed by and construed in accordance with the law of England and Wales.

## **7. JURISDICTION**

Each party irrevocably agrees that the courts of England and Wales shall have exclusive jurisdiction to settle any dispute or claim arising out of or in connection with this deed or its subject matter or formation (including non-contractual disputes or claims).

## **8. THIRD PARTY RIGHTS**

A person who is not a party to this deed shall not have any rights under the Contracts (Rights of Third Parties) Act 1999 to enforce any term of this deed. This does not affect any right or remedy of a third party which exists, or is available, apart from that Act.

This document has been executed as a deed and is delivered and takes effect on the date stated at the beginning of it.

1. Clause 1.1 of the Original Document shall be deleted and replaced by the following clause:  
1.1 "the Grantors Servient Land" means the land coloured green on the plan attached to this Deed being part of the land in K210983.
2. The plan attached to the Original Document shall be removed and replaced by the plan attached to this deed.

**THE COMMON SEAL OF  
SEVENOAKS TOWN COUNCIL**

was hereunto affixed  
in the presence of:

)  
)  
)  
)

Witness Signature

.....

Witness Name

.....

Address

.....

.....

SIGNED AS A DEED by the  
Said **CHARLES JOHN WARNER**  
in the presence of:

)  
)

Witness Signature

.....

Witness Name

.....

Witness Address

.....

.....

SIGNED AS A DEED by the  
Said **GEORGINA MARY WARNER**  
in the presence of:

)  
)  
)

Witness Signature

.....

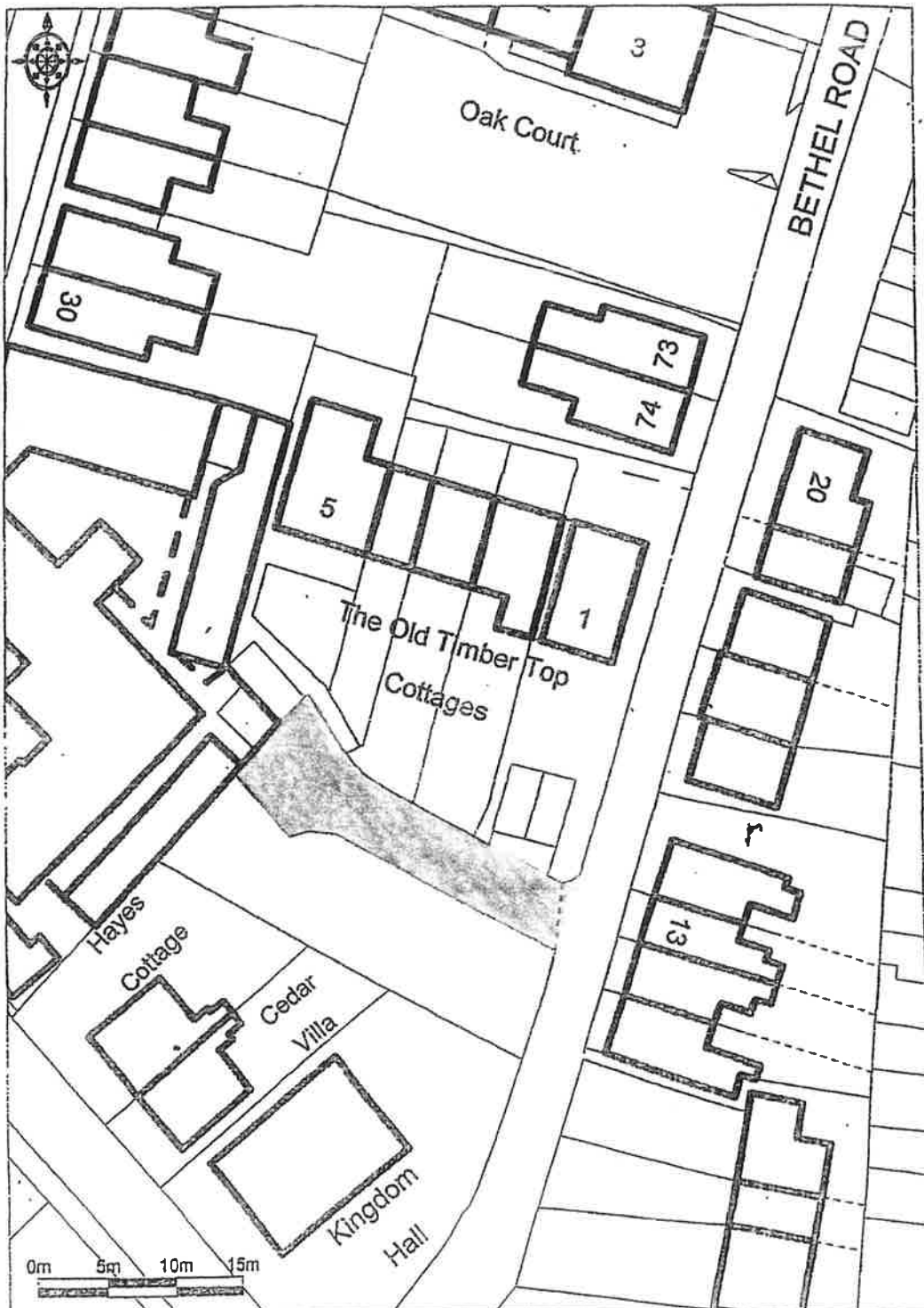
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## Events Accepted/Attended – 2018/2019

Mayor: Councillor Roderick Hogarth

| Day & Time | Date    | Organisation & Event/Venue                                                                                                 | Attending                                                    |
|------------|---------|----------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------|
| Wed 12.00  | 16 May  | Women of Kent Luncheon - Mercure Maidstone<br>Great Danes Hotel                                                            | Mayoress                                                     |
| Thurs ??   | 17 May  | Wedding Bench photoshoot dedicated to Harry and<br>Meghan                                                                  | Mayor                                                        |
| Thurs 5.30 | 17 May  | West Kent Min - Exhibition of Work                                                                                         | Mayor &<br>Mayoress                                          |
| Fri 9.45   | 18 May  | Sevenoaks Town Partnership - Wellbeing Show in<br>the Stag Plaza Suite                                                     | Mayor                                                        |
| Sat 7.30   | 19 May  | The Absolute Gospel Company - "The King is Coming"<br>At St John's URC Church Sevenoaks                                    | Mayor                                                        |
| 'ed 10.00  | 23 May  | Love Your Local Market - Meet the New Mayor at<br>the Wednesday Market                                                     | Mayor                                                        |
| Sat 10.15  | 26 May  | Printfest7Oaks at Kaleidoscope Gallery                                                                                     | Mayor &<br>Mayoress                                          |
| Sun 4.45   | 27 May  | Go-Coach - 10 <sup>th</sup> Anniversary Celebration                                                                        | Mayor &<br>Mayoress                                          |
| Tues 11.45 | 29 May  | Grand Opening of the Play Area at Kippington<br>Meadow                                                                     | Mayor &<br>Mayoress                                          |
| Sun 6.00   | 3 June  | Film Premiere at the Stag - Meteor Molly                                                                                   | Mayor                                                        |
| Mon 12.00  | 4 June  | Annual General Meeting at Rockdale                                                                                         | Mayor                                                        |
| Tues 6.00  | 5 June  | University of Kent's Employability Points Rewards<br>Evening                                                               | Mayor & Linda<br>Larter                                      |
| Thurs 2.30 | 7 June  | Kent Association for the Blind - Thank you to<br>Volunteers                                                                | Mayor                                                        |
| Sat 12.00  | 9 June  | Emily Jackson House - Open Day                                                                                             | Councillor<br>Simon Raikes<br>and Mrs<br>Christine<br>Raikes |
| Sat 6.30   | 9 June  | Hospice in the Weald - Cut the Ribbon to start the<br>Moonlight Walk                                                       | Mayor                                                        |
| Sun        | 10 June | Civic Service at St Nicholas Church                                                                                        | Mayor &<br>Mayoress                                          |
| Mon 3.00   | 11 June | Ribbon of Poppies - Vine Gardens                                                                                           | Mayor &<br>Mayoress                                          |
| Mon 7.30   | 11 June | SASRA Annual Meeting/Service at St Nicholas<br>Church. Speaker - General Lord Dannett and invited<br>by Rev. Angus MacLeay | Mayor &<br>Mayoress                                          |
| Tues 7.00  | 12 June | Social History talk on Bat and Ball Station in the<br>Council Chamber                                                      | Deputy Mayor                                                 |
| Tues 7.00  | 12 June | Chairman of KCC - Civic Dinner                                                                                             | Mayor &<br>Mayoress                                          |

| <b>Day &amp; Time</b> | <b>Date</b> | <b>Organisation &amp; Event/Venue</b>                                                                     | <b>Attending</b>                |
|-----------------------|-------------|-----------------------------------------------------------------------------------------------------------|---------------------------------|
| Sun 3.00              | 17 June     | Sevenoaks Hockey Club - Presentation of cheque at the Hollybush Lane Pitch                                | Mayor                           |
| Tues 9.00             | 19 June     | Tour of Quaker Hall Allotments accompanied by Ruth King                                                   | Mayor                           |
| Tues 7.30             | 19 June     | League of Friends of Sevenoaks Hospital - AGM                                                             | Mayor                           |
| Wed 1.30              | 20 June     | Spadework's AGM Celebration Day                                                                           | Mayor                           |
| Thurs 6.00            | 21 June     | Sevenoaks and District Chamber of Commerce - Annual Summer Reception at the Mount Vineyard                | Cllr.Chakowa & Mr Bryan Chakowa |
| Thurs 6.30            | 21 June     | Sevenoaks Camera Club - Annual Exhibition                                                                 | Mayor & Mayoress                |
| Thurs 7.00            | 21 June     | Chairman SDC - The Big Community Sing                                                                     | Mayor & Mayoress                |
| Sat 11.00             | 23 June     | Open the Sevenoaks Festival                                                                               | Mayor & Mayoress                |
| Sat 6.30              | 23 June     | Sevenoaks Three Arts Festival - Prizewinners' Concert in the Ship Theatre, Walthamstow Hall Senior School | Mayor & Mayoress                |
| Sun 2.00              | 24 June     | Mayor Elect of Surrey Heath - Civic Service at Royal Memorial Chapel, Royal Military Academy, Sandhurst   | Mayor & Mayoress                |
| Sun 7.30              | 24 June     | Sevenoaks Philharmonic Society - Big Festival Event - Belshazzar's Feast                                  | Mayor & Mayoress                |
| Mon 10.15             | 25 June     | Chairman SDC - Fly the Flag for Armed Forces Day                                                          | Mayor & Mayoress                |
| Tues 7.30             | 26 June     | Sevenoaks District Scout Council - Annual General Meeting                                                 | Deputy Mayor                    |
| Wed 10.00             | 27 June     | Soroptimist International - Sevenoaks in Bloom Photo Shoot                                                | Mayor & Mayoress                |
| Thurs 6.00            | 28 June     | SCHMDT - Grand Opening of new showroom                                                                    | Mayor & Mayoress                |
| Fri 8.00              | 29 June     | Sevenoaks Welcomes Refugees Syrian Guitarist Fundraising Event                                            | Mayor & Mayoress                |
| Sat 9.45              | 30 June     | Armed Forces Day event at the Vine Gardens                                                                | Mayor & Mayoress                |
| Sat 11.00             | 30 June     | Walthamstow Hall - Prize Giving                                                                           | Mayor & Mayoress                |
| Sat 6.15              | 30 June     | Halliwick Association of Swimming - Annual National Swimming Championships                                | Mayor & Mayoress                |
| Sun 7.00              | 1 July      | Chance to Dance - Summer Performance at the Stag                                                          | Mayor & Mayoress                |
| Mon 6.00              | 2 July      | St Michael's Prep School - Summer Concert                                                                 | Mayor & Mayoress                |
| Wed 10.00             | 4 July      | Sevenoaks in Bloom judging                                                                                | Mayor                           |

| Day & Time    | Date    | Organisation & Event/Venue                                                                                                                               | Attending        |
|---------------|---------|----------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| Thurs 9.00 ?? | 5 July  | Part of Ribbons & Poppies - Hiding pebbles around the Greatness Play Area and photo shoot opportunity prior to New Beacon invitation on the same morning | Mayor            |
| Thurs 10.00   | 5 July  | The New Beacon - Ribbon of Red Installation                                                                                                              | Mayor            |
| Thurs 2.00    | 5 July  | NHS 70 <sup>th</sup> Celebration Tea Party at Sevenoaks Hospital                                                                                         | Mayor            |
| Thurs 6.00    | 5 July  | Sevenoaks Art Club - Annual Exhibition at Kaleidoscope Gallery                                                                                           | Mayor & Mayoress |
| Fri ??        | 6 July  | Trinity School for National Democratic Week                                                                                                              | Mayor            |
| Sun 2.00      | 8 July  | Sevenoaks Day Nursery - Hog Roast                                                                                                                        | Mayor & Mayoress |
| Tues 7.30     | 10 July | Mayor of Medway - Theatre Night - The Merry Widower                                                                                                      | Mayor & Mayoress |
| Thurs 3.30    | 12 July | High Sheriff of Kent - Garden Party at The Old Farm House                                                                                                | Mayor & Mayoress |
| Thurs 6.45    | 12 July | Westerham Sea Cadets - Biannual Royal Naval Parade and Inspection                                                                                        | Mayor & Mayoress |
| Fri 7.00      | 13 July | Cocktail Party at Knole House                                                                                                                            | Mayor & Mayoress |
| Fri 6.30      | 15 July | Lydian Orchestra - Summer Concert in the Pamoja Hall                                                                                                     | Mayor & Mayoress |
| Wed 12.30     | 18 July | FOOTFALL the SVAF 2018 Community Art Project - Photoshoot                                                                                                | Mayor            |
| Wed 1.30      | 18 July | West Heath School - Prize Giving                                                                                                                         | Mayor            |
| Thurs 2.30    | 19 July | Mayor of Tonbridge - Garden Party at the Design Studio, Hadlow College                                                                                   | Mayor & Mayoress |
| Fri 5.00      | 20 July | Live on the Vine - Youth Council                                                                                                                         | Mayor            |
| Sat 2.00      | 21 July | Mayor of Broadstairs - Garden Party                                                                                                                      | Mayor & Mayoress |
| Sun 2.00      | 22 July | Mayor of Ramsgate - Ramsgate Carnival                                                                                                                    | Mayor & Mayoress |
| Mon 7.00      | 23 July | Chairman Sevenoaks District Council - Curry Evening The Tamarind Kemsing                                                                                 | Mayor            |
| Wed 10.30     | 25 July | Minister of Sport, Tracey Crouch MP -Visit to Sevenoaks Town Football Club                                                                               | Mayor            |
| Wed 3.00      | 25 July | Mayor of Maidstone - Garden Party at the Orangery, Turkey Mill                                                                                           | Mayor & Mayoress |
| Wed 7.30      | 25 July | West Kent Mind - Annual General Meeting in the Town Council Chamber                                                                                      | Mayor & Mayoress |
| Sat 7.00      | 28 July | In Bloom Awards Night at Coolings Nursery                                                                                                                | Mayor & Mayoress |
| Sun 12.00     | 29 July | Sevenoaks Powerchair Football Club - End of Season Get Together at Valence School                                                                        | Mayor & Mayoress |
| Fri 11.00     | 3 Aug   | Kippington Meadow Play Date                                                                                                                              | Mayor & Mayoress |

| Day & Time  | Date    | Organisation & Event/Venue                                                                                 | Attending                |
|-------------|---------|------------------------------------------------------------------------------------------------------------|--------------------------|
| Fri 5.45    | 3 Aug   | Peppercorn Rent Ceremony at Vine Cricket Club                                                              | Mayor & Mayoress         |
| Wed 2.00    | 8 Aug   | Summer Play Day - The Vine                                                                                 | Mayor                    |
| Fri 6.30    | 10 Aug  | First Year Anniversary of the Sevenoaks Sports Magazine - an evening of Presecco and canapes               | Mayor                    |
| Sat 11.30   | 11 Aug  | VIP Opening of Rivermere Residential Home                                                                  | Mayor & Mayoress         |
| Mon         | 13 Aug  | Guest Bus Conductor on No.7 Buss                                                                           | Mayor                    |
| Wed 10.00   | 15 Aug  | Summer Reading Challenge at Sevenoaks Library                                                              | Mayor                    |
| Wed 2.00    | 15 Aug  | Summer Play Day - Greatness Recreation Ground                                                              | Mayor                    |
| Wed 5.30    | 15 Aug  | Ightham Mote - Garden Party                                                                                | Mayor & Mayoress         |
| Thurs 2.00  | 16 Aug  | Kippington Care Home - 103 <sup>rd</sup> Birthday of Edna May Oubridge                                     | Mayor                    |
| Wed 2.00    | 22 Aug  | Summer Play Day - Pontoise Play Area                                                                       | Mayor                    |
| Wed 3.00    | 22 Aug  | Afternoon Tea in the Café on the Vine - Silent Auction prize                                               | Mayor & Mayoress         |
| Thurs 10.00 | 23 Aug  | Rockdale Housing Association - Meeting with members of the Rockdale Gardening Club                         | Mayor & Councillor Parry |
| Fri 2.00    | 24 Aug  | Powerchair Football Demonstration at Sennocke Sports Centre, Sevenoaks School                              | Mayor & Mayoress         |
| Fri 4.00    | 24 Aug  | Swanley Town Council - 1812 Charity Festival                                                               | Deputy Mayor & Mayoress  |
| Mon 10.00   | 27 Aug  | Dragon Boat Race at Chipstead Lake in conjunction with Westerham Sea Cadets                                | Mayor & Mayoress         |
| Tues 8.00   | 28 Aug  | Rivermere Professional Networking Breakfast                                                                | Mayor                    |
| Fri 7.30    | 31 Aug  | Sports Council presentation evening at Hollybush Indoor Bowls Centre                                       | Mayor                    |
| Mon 13.20   | 3 Sept  | Chairman SDC - Fly the Flag for Merchant Navy Day                                                          | Mayor & Mayoress         |
| Thurs 10.30 | 6 Sept  | Burying the Time Capsule at Bat & Ball Station                                                             | Mayor & Mayoress         |
| Sat 9.45    | 8 Sept  | Festival for All on the Vine Gardens                                                                       | Mayor & Mayoress         |
| Sun 12.30   | 9 Sept  | ABF The Soldiers' Charity Big School Curry                                                                 | Mayor                    |
| Mon 3.30    | 10 Sept | Poppy Post Box Photoshoot at the Stag                                                                      | Mayor                    |
|             |         |                                                                                                            |                          |
| Tues 7.00   | 11 Sept | The Provincial Grand Master's Presentation Evening at Giacomo's Italian Restaurant, Weald                  | Mayor & Mayoress         |
| Thurs 9.00  | 13 Sept | Photoshoot at the Archway, The Vine Gardens                                                                | Mayor                    |
| Fri 8.45    | 14 Sept | South and South East in Bloom Awards Ceremony at American Express Community Stadium, Village Way, Brighton | Mayor                    |
| Fri 6.15    | 14 Sept | Sevenoaks Town Partnership Business Awards at Knole Academy                                                | Mayor & Mayoress         |

| Day & Time  | Date    | Organisation & Event/Venue                                                                                        | Attending          |
|-------------|---------|-------------------------------------------------------------------------------------------------------------------|--------------------|
| Sat 10.00   | 15 Sept | Mayor of Sandwich - Civic Service                                                                                 | Deputy Mayor       |
| Sat 7.00    | 15 Sept | Sevenoaks Air Cadets Annual Dinner & Disco                                                                        | Mayor & Mayoress   |
| Sun 12.30   | 23 Sept | Lord Lieutenant's Drumhead Service                                                                                | Mayor & Mayoress   |
| Wed 2.30    | 26 Sept | Official Opening of Sencio new health and fitness facilities                                                      | Mayor              |
| Wed 7.30    | 26 Sept | Sevenoaks Counselling Open Public Meeting                                                                         | Deputy Mayor       |
| Fri 7.30    | 28 Sept | Sevenoaks Literary Festival - Gina Miller Rise: Life Lessons in Speaking Out                                      | Mayor & Mayoress   |
| Sun 5.45    | 30 Sept | Stag Youth Theatre - Film in a Week                                                                               | Mayor              |
| Mon 10:00   | 1 Oct   | Sevenoaks District Seniors Action Forum - International Day of Older persons                                      | Councillor Eyre    |
| Tues 10.45  | 2 Oct   | Mayor of Ashford - Tour of Great Dixter House and Gardens                                                         | Mayor and Mayoress |
| Thurs 9.45  | 4 Oct   | Mayor of Hillingdon - Tour of RAF Northolt and Battle of Britain Bunker                                           | Mayor & Mayoress   |
| Thurs 2.00  | 4 Oct   | Rockdale Housing Association - Reception and afternoon tea                                                        | Cllr Chakowa       |
| Thurs 6.00  | 4 Oct   | Thackray Williams Red Carpet Reception to celebrate the opening of their Sevenoaks Office                         | Mayor & Mayoress   |
| Fri 7.30    | 5 Oct   | Sevenoaks Literary Festival - Luke Harding Collusion How Russia helped Trump                                      | Mayor & Mayoress   |
| Sat 8.45    | 6 Oct   | Introduce and Start Breast Cancer Care Pink Race                                                                  | Mayor              |
| Sat 4.00    | 6 Oct   | Sevenoaks Welcomes Refugees - 80 <sup>th</sup> Anniversary of the Kindertransport                                 | Mayor & Mayoress   |
| Sun         | 7 Oct   | Potoshoot at Radnor School with the Powerchair Football Club members wearing T-Shirts to promote IMSM as sponsors | Mayor & Mayoress   |
| Sun 11.00   | 7 Oct   | Harvest Service at St Nicholas Church, Sevenoaks                                                                  | Mayor & Mayoress   |
| Sun 2.30    | 7 Oct   | High Sheriff of Kent - Justice Service for Kent at Rochester Cathedral                                            | Mayor & Mayoress   |
| Tues 10.00  | 9 Oct   | Pink Week Coffee Morning at Youth Café                                                                            | Mayor              |
| Sat 3.00    | 13 Oct  | Stronger Kent Communities Fair                                                                                    | Mayor              |
| Sat 7.00    | 13 Oct  | Pink Week Quiz Night at the Community Centre                                                                      | Mayor & Mayoress   |
| Tues 12.00  | 16 Oct  | Chairman SDC - Event at Brands Hatch Racing Circuit                                                               | Mayor & Mayoress   |
| Thurs 10.00 | 18 Oct  | Mayor of Hawkinge - Visit to the Kent Battle of Britain Museum                                                    | Mayor & Mayoress   |
| Fri 2.00    | 19 Oct  | Kent Veterans Support Group                                                                                       | Mayor              |
| Fri 7.00    | 19 Oct  | Lord Mayor & Lady Mayoress of Canterbury - Dinner & Entertainment                                                 | Mayor & Mayoress   |

| Day & Time           | Date             | Organisation & Event/Venue                                                    | Attending                       |
|----------------------|------------------|-------------------------------------------------------------------------------|---------------------------------|
| Sat                  | 20 Oct           | Football Match - Sevenoaks V Ashford                                          | Mayor                           |
| Sat 6.15             | 20 Oct           | Halliwick Association of Swimming - Regional Swimming Championships           | Mayor & Mayoress                |
| Sun 2.30             | 21 Oct           | Westerham Sea Cadets Trafalgar Day Parade                                     | Mayor & Mayoress                |
| Mon                  | 22 Oct           | Meeting with Linda and the Lord Lieutenant                                    | Mayor                           |
| Thurs 12.45          | 25 Oct           | Demelza Hospice Care for Children - Pumpkin Hunt                              | Mayor                           |
| Fri 10.00            | 26 Oct           | Matthew Ball – Service at St Nicholas Church to remember Herbert Alfred Sears | Mayor                           |
| Fri 7.00             | 26 Oct           | Chairman Tandridge DC - Halloween Dinner                                      | Mayor & Mayoress                |
| Fri                  | 26 Oct           | Kent Painters 28 <sup>th</sup> Exhibition at Sevenoaks School                 | Deputy Mayor                    |
| Sat 7.00             | 27 Oct           | Mayor of Bromley - Charity Appeal Ball                                        | Mayor & Mayoress                |
| Mon 11.00            | 29 Oct           | Royal British Legion Civic Presentation, County Hall                          | Mayor & Mayoress                |
| Tues 8.00            | 30 Nov           | Rivermere Business Networking Breakfast                                       | Mayor                           |
| Fri 7.00             | 2 Nov            | Hi Kent - Dinner at the London Beach Hotel                                    | Mayor & Mayoress                |
| <del>Sat 12.00</del> | <del>3 Nov</del> | <del>Royal British Legion – Annual County Luncheon</del><br>Cancelled         | <del>Mayor &amp; Mayoress</del> |
| Sat 4.00             | 3 Nov            | You, Me & Dementia - Theatre Production at the Stag                           | Mayor                           |
| Sat 6.40             | 3 Nov            | Sevenoaks Round Table Firework Event                                          | Mayor & Cadet                   |
| Mon 10.30            | 5 Nov            | Photo Shoot at Sevenoaks Bookshop - Launch of Matt Ball's New Book            | Mayor                           |
| Mon 4.00             | 5 Nov            | Dorothy Parrott Memorial Fund meeting in the Council Chamber                  | Mayor                           |
| Tues 9.00            | 6 Nov            | Tree Planting on Brittain's Common by Sir Michael Fallon                      | Mayor                           |
| Tues 10.00           | 6 Nov            | Meeting in the Chamber with Wildernesse Residents Association                 | Mayor                           |
| Tues 7.45            | 6 Nov            | WW1 Letters - Posting by Air Cadets at Stag                                   | Mayor                           |
| <b>Wed 6.00</b>      | <b>7 Nov</b>     | <b>Youth Council AGM in the Council Chamber</b>                               | <b>Mayor</b>                    |
| Thurs 10.00          | 8 Nov            | Opening of the Science and Technology Centre at Sevenoaks School              | Mayor                           |
| Thurs 8.00           | 8 Nov            | Remembrance Event at St Nicholas Church, Sevenoaks                            | Mayor & Mayoress                |
| Fri 10.00            | 9 Nov            | Flagpole #Service at New Beacon School                                        | Mayor                           |
| Fri 7.00             | 9 Nov            | Sevenoaks Players - Gala Night at the Stag Theatre                            | Mayor & Mayoress                |
| Fri 7.30             | 9 Nov            | Sevenoaks Bookshop 70 <sup>th</sup> Birthday Celebrations                     | Deputy Mayor & Mayoress         |
| Sat 5.15             | 10 Nov           | Children in Need Big Learner Relay                                            | Mayor                           |

| Day & Time  | Date   | Organisation & Event/Venue                                                                    | Attending                    |
|-------------|--------|-----------------------------------------------------------------------------------------------|------------------------------|
| Sat 7.30    | 10 Nov | Cantate Choir - Concert at St Mary's Church<br>Kippington Road                                | Mayor                        |
| Sun 10.50   | 11 Nov | Remembrance Day Service and Parade at the<br>Vine War Memorial                                | Mayor &<br>Mayoress          |
| Sun 1.30    | 11 Nov | Greatness Cemetery - Laying Crosses on War<br>Graves                                          | Mayor                        |
| Sun 6.30    | 11 Nov | The Drive Methodist Church - Come and Sing                                                    | Deputy Mayor                 |
| Sun 7.30    | 11 Nov | Beacon Lighting at the Vine                                                                   | Mayor &<br>Mayoress          |
| Mon TBA     | 12 Nov | Sennockian Charity Quiz Night                                                                 | Mayor &<br>Mayoress          |
| Tues 9.45   | 13 Nov | Forest Kindergarten - Opening of their new Forest<br>Site                                     | Mayor                        |
| Tues 11.15  | 13 Nov | SYT Play "Great Power" at Knole Academy                                                       | Mayor                        |
| 'ed 10.00   | 14 Nov | Age UK - Visit Holly Bush Centre to view the Wall of<br>Remembrance                           | Mayor                        |
| Thurs 10.00 | 15 Nov | Tour of the Emerson Park Retirement Village and<br>Care Home in Hextable                      | Mayor                        |
| Fri 11.30   | 16 Nov | Grand Opening of the Lavender Fields Residential<br>Care Home in Seal                         | Mayor                        |
| Fri 6.00    | 16 Nov | Mary Boyle's Retirement Dinner                                                                | Mayor &<br>Mayoress          |
| Sat 7.00    | 17 Nov | Sevenoaks Remembers - SYT performance at the<br>Stag                                          | Deputy Mayor                 |
| Sun 3.00    | 18 Nov | Sevenoaks Symphony Orchestra - First concert of<br>New Season at the Stag Theatre             | Mayor &<br>Mayoress          |
| Wed 6.30    | 21 Nov | Wine and Cheese Tasting Evening in the Council<br>Chamber                                     | Mayor &<br>Mayoress          |
| Thurs 7.00  | 22 Nov | Guide Dogs for the Blind - Cheese and Wine Evening                                            | Deputy Mayor                 |
| Fri 3.00    | 23 Nov | Mayor of Tenterden - Christmas Lights Switch-on                                               | Mayor &<br>Mayoress          |
| Fri 7.00    | 23 Nov | Westerham Sea Cadets - Trafalgar Dinner                                                       | Deputy Mayor<br>and Mayoress |
| Sat 5.00    | 24 Nov | Hockey Match against East Grinstead - Mayoral<br>Challenge                                    | Mayor                        |
| Sat 7.00    | 24 Nov | Sevenoaks Lions Annual Charter Dinner Dance                                                   | Mayor &<br>Mayoress          |
| Mon 2.30    | 26 Nov | Mayor of Tunbridge Wells - Afternoon Tea                                                      | Mayor &<br>Mayoress          |
| Tues PM     | 27 Nov | Preview Event - Bat and Ball Station                                                          | Mayor &<br>Mayoress          |
| Wed 4.30    | 28 Nov | Christmas Lights Switch-on at St John's                                                       | Mayor &<br>Mayoress          |
| Thurs 11.00 | 29 Nov | National Tree Week - Planting 2 <sup>nd</sup> Oak Tree of 7<br>in a group on Sevenoaks Common | Mayor                        |

| Day & Time          | Date             | Organisation & Event/Venue                                                         | Attending                         |
|---------------------|------------------|------------------------------------------------------------------------------------|-----------------------------------|
| Thurs 6.00          | 29 Nov           | Trees of Remembrance exhibition at the Kaleidoscope Gallery (Sevenoaks Remembers)  | Deputy Mayor                      |
| Thurs 7.00          | 29 Nov           | Mayor of Dartford - A Chinese Buffet                                               | Mayor & Mayoress                  |
| Fri 10.00           | 30 Nov           | Tea & Talk at Thackray Williams                                                    | Mayor                             |
| Fri 7.00            | 30 Nov           | Christmas Lights Switch-on - Sevenoaks Town                                        | Mayor & Mayoress                  |
| Fri 7.00            | 30 Nov           | Walthamstow Hall performance of My Fair Lady                                       | Deputy Mayor and Daughter Eleanor |
| Sat 6.30            | 1 Dec            | Stag Pantomime - Opening Night                                                     | Mayor & Mayoress                  |
| <del>Sat 7.30</del> | <del>1 Dec</del> | <del>Sevenoaks Philharmonic Choir - St Nicolas Cantata at St Nicholas Church</del> | <del>Chor &amp; Mr Chakowa</del>  |
| Sun 2.00            | 2 Dec            | Blue Flamingo Dance at the Plaza                                                   | Mayor & Mayoress                  |
| Mon 7.00            | 3 Dec            | Imago Community Carol Service at St Lukes Church                                   | Mayor & Mayoress                  |
| Tues 10.00          | 4 Dec            | Best Dressed Christmas Window Competition Judging                                  | Mayor                             |
| Fri 7.00            | 7 Dec            | Mayor of Bexley - Charity Christmas event at Danson House                          | Mayor & Mayoress                  |
| Sun 12.00           | 9 Dec            | Sevenoaks Hockey Club - President's Cocktail Party                                 | Mayor & Deputy Mayor              |
| Sun 6.00            | 9 Dec            | Mencap Carols & Mince Pies evening                                                 | Mayor & Mayoress                  |
| Tues 10.00          | 11 Dec           | Present Awards for Best Dressed Christmas Window                                   | Mayor                             |
| Mon 12.30           | 17 Dec           | Sevenoaks Place and Lambarde Cottages Christmas Meal in the School Dining Hall     | Mayor                             |
| Tues 4.30           | 18 Dec           | Tonbridge Grammar School - Annual Prizegiving                                      | Mayor & Mayoress                  |
| Thurs 6.00          | 20 Dec           | Call in at Staff Christmas Dinner at Donnington Manor                              | Mayor                             |
| Fri 11.30           | 21 Dec           | Senior Carol Concert at Tonbridge Grammar School                                   | Mayor & Mayoress                  |
| Fri 7.15            | 21 Dec           | Lydian Orchestra - Christmas Concert in The Pamoja Hall, Sevenoaks School.         | Mayor & Mayoress                  |
| Mon 11.15           | 24 Dec           | Christmas Eve Service at St Nicholas Church, Sevenoaks                             | Mayor & Mayoress                  |
| Tues 10:00          | 25 Dec           | Visit Sevenoaks Hospital for tour of the Wards                                     | Mayor & Mayoress                  |
| Tues 12.00          | 25 Dec           | Age UK Christmas Lunch at Hollybush Centre                                         | Mayor & Mayoress                  |
| Sun 9.00            | 6 Jan            | Blessing of the Seas Ceremony - Mayor of Margate and Charter Trustees              | Mayor                             |

| <b>Day &amp; Time</b> | <b>Date</b> | <b>Organisation &amp; Event/Venue</b>                                 | <b>Attending</b> |
|-----------------------|-------------|-----------------------------------------------------------------------|------------------|
| Fri 7.00              | 11 Jan      | Mayor of Tunbridge Wells - Quiz Night                                 | Mayor & Mayoress |
| Sat 7.00              | 19 Jan      | 2158 Sevenoaks Squadron Burns Night Dinner at Hever Castle Golf Club  | Mayor & Mayoress |
| Sun 4.30              | 20 Jan      | Chance to Dance - First Performance of 2019 at the Stag Theatre       | Mayor & Mayoress |
| Fri 12.00             | 25 Jan      | Staff Lunch in aid of Mayors Charity                                  | Mayor & Mayoress |
| Sat                   | 2 Feb       | Firewalk in the Vine Gardens                                          | Mayor            |
| Sat 6.45              | 9 Feb       | Quiz Night at the Community Centre                                    | Mayor & Mayoress |
| Mon 4.00              | 11 Feb      | Dorothy Parrott Meeting in the Town Council Chamber                   | Mayor            |
| Sun 3.00              | 24 Feb      | Chairman Sevenoaks District Council - Civic Service at West Kingsdown | Mayor & Mayoress |
| Fri 7.00              | 12 Apr      | End of Term Reception in the Town Council Chamber                     | Mayor & Mayoress |
| Wed 10.00             | 24 Apr      | Tour of Knole House followed by Lunch in Sevenoaks                    | Mayor & Mayoress |
| Wed 11.00             | 1 May       | Luncheon at Chevening House                                           | Mayor & Mayoress |





# 2018 - 2019

The Mayor of Sevenoaks Councillor Roderick Hogarth

## Provisional Dates for Mayoral Events

|                                                                                                                                                                              |                                                                                                                                                |                                                                                                    |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|
| <b>May/June 2018</b><br><br>10 <sup>th</sup> June 2018<br>Civic Service at<br>St Nicholas Church<br><br>30 <sup>th</sup> June 2018<br>Raise the Flag for Armed<br>Forces Day | <b>July 2018</b><br><br>Cocktail Party at<br>Knole House<br>13 <sup>th</sup> July 2018                                                         | <b>August 2018</b>                                                                                 |
| <b>September 2018</b>                                                                                                                                                        | <b>October 2018</b>                                                                                                                            | <b>November 2018</b><br><br>Cheese and Wine Evening<br><br>Wednesday<br>21 <sup>st</sup> November  |
| <b>December 2018</b>                                                                                                                                                         | <b>January 2019</b><br><br>Staff Fundraising Lunch                                                                                             | <b>February 2019</b><br><br>9 <sup>th</sup> February 2019<br>Quiz Night at the<br>Community Centre |
| <b>March 2019</b>                                                                                                                                                            | <b>April 2019</b><br><br>Friday 12 <sup>th</sup> April<br>End of Term Reception<br><br>Wednesday 24 <sup>th</sup> April<br>Tour of Knole House | <b>May 2019</b><br><br>Wednesday 1 <sup>st</sup> May<br>Luncheon at Chevening                      |

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