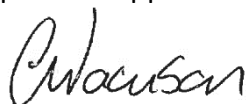


Tuesday, 04 August 2026

You are hereby summoned to attend an **Extra Ordinary meeting of Sevenoaks Town Council** to be held in the **Council Chamber, Town Council Offices, Bradbourne Vale Road, Sevenoaks, TN13 3QG** on **Monday 10th August at the conclusion of the Planning & Environment Committee which commences 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, proceedings of this meeting will be streamed live to YouTube for the public to watch via the following link: https://youtube.com/live/29zqOR_HfK0 and may be recorded in line with regulations set out in the Openness of Local Government Bodies Regulations 2014. A copy of Sevenoaks Town Council's procedure for the recording of meetings is available online at sevenoakstown.gov.uk or by request.

Members of the public wishing to address the Council Meeting should notify the Town Council by 12 noon on the day of the meeting. Members of the public not wishing to be recorded should put this request to the Clerk at the earliest possible opportunity.



Deputy Town Clerk

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

Council Members – Quorum minimum of six members

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

PUBLIC QUESTIONS

To enable any questions previously submitted by members of the public on any matter to be drawn to the attention of the Town Council.

AGENDA

1	APOLOGIES FOR ABSENCE To receive and note apologies for absence.
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2	REQUESTS FOR DISPENSATIONS To consider written requests from Members which have previously been submitted to the Town Clerk to enable participation in discussion and voting on items for which the Member has a Disclosable Pecuniary Interest. (s.31 & s.33 of the Localism Act 2011).
3	DECLARATIONS OF INTEREST To receive any declarations of interest from members in respect of any items of business included in this report.
4	MINUTES OF MEETINGS OF SEVENOAKS TOWN COUNCIL HELD ON 20TH & 27TH JULY 2026 (attached) To receive, adopt and sign the following minutes as a true record: • Sevenoaks Town Council Meeting held on 20th July 2026 • Extra Ordinary Meeting of Sevenoaks Town Council held on 27th July 2026
5	PRESS RELEASE To consider any agenda item, which would be considered appropriate for a press release.
6	EXCLUSION OF PRESS AND PUBLIC To Resolve under the Public Bodies (Admission of Meetings) Act 1960 to exclude the public and press for the following item by reason of the confidential nature of the business.
7	COMMUNITY ASSET TRANSFER - THE STAG (report to follow)

Minutes of the meeting of Sevenoaks Town Council – 20th July 2026

Held in the Council Chamber, Town Council Offices, TN13 3QG

Livestreamed and available to view on YouTube until approved by Council:

<https://youtube.com/live/Z2obOtRmfa4>

Meeting commenced: 20:10

Meeting Concluded: 20:34

Present:

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

In attendance: Town Clerk and Senior Committee Clerk.

Members of public present: 3

Public Questions: None

240 - APOLOGIES FOR ABSENCE

RESOLVED: To receive and note apologies for absence as shown above.

241 - REQUESTS FOR DISPENSATIONS

Noted that all Councillors who were also Stag Trustees had a pre-approved dispensation, reference Minute 249 below regarding the Community Asset Transfer request for the Stag freehold.

242 - DECLARATIONS OF INTEREST

There were no declarations of interest.

243 - MINUTES OF EXTRA ORDINARY MEETING OF TOWN COUNCIL HELD ON 15TH JUNE 2026

RESOLVED: To receive, adopt and sign the Minutes of the Extra Ordinary Meeting of the Town Council held on 15th June 2026 as a true record.

243

244 - MINUTES OF COMMITTEES

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

Planning & Environment Committee

- 15th June 2026
- 29th June 2026
- 13th July 2026

Finance & Delivery Committee

- 8th June 2026

Youth Services Committee

- 10th June 2026

Community Assets (Open Spaces) Committee

- 6th July 2026

245 - REPORTS TO COUNCIL - STC REPRESENTATIVES ON OUTSIDE BODIES

Cllr Canet reported that she had attended the Green Flag Awards ceremony and been delighted to accept the award for the Vine for the 10th consecutive year.

She had also visited the Sevenoaks Wildlife Reserve to try out motorised wheelchairs and accessible vehicles to provide feedback to Kent Wildlife Trust who planned to purchase a couple of suitable vehicles to support visitors with assistance needs.

Cllr Dixon reported that the annual exchange visit had taken place in Sevenoaks this year, with the Freunde von Sevenoaks Group visiting in May. Planning had begun for the return trip to Rheinbach next year. Friends of Rheinbach was organising an Oktoberfest social event for its members.

246 - MAYOR'S ENGAGEMENTS

RESOLVED: to receive and note:

- a. Functions attended by the Mayor or her representative up to 11th July 2026
- b. Forthcoming Civic Events being organised by the Mayor during 2026/2027

247 - PRESS RELEASE: None

248 - EXCLUSION OF PRESS AND PUBLIC

RESOLVED: that under the Public Bodies (Admission of Meetings) Act 1960 the public and press be excluded for the following item by reason of the confidential nature of the business.

249 - STAG COMMUNITY ARTS CENTRE

The Council noted the latest position in relation to negotiations with Sevenoaks District Council regarding the Town Council's Community Asset Transfer request for the Stag Freehold, including the advice received from King's Counsel, and proposed next steps.

There being no further business the Mayor closed the Meeting.

Signed:
Chair

Dated

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Minutes of Extra Ordinary Meeting of Sevenoaks Town Council – 27th July 2026

Held in the Council Chamber, Town Council Offices, TN13 3QG

Livestreamed and available to view on YouTube until approved by Council:

<https://youtube.com/live/acH4lKcd6aE>

Meeting commenced: 20:03

Meeting Concluded: 20:21

Present:

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

In attendance: Town Clerk and Planning Committee Clerk.

No members of the public were present.

PUBLIC QUESTIONS: None

261 - APOLOGIES FOR ABSENCE

RESOLVED: To receive and note apologies for absence as shown above.

262 - REQUESTS FOR DISPENSATIONS

Noted that all Councillors who were also Stag Trustees had a pre-approved dispensation, reference Minute 267 below regarding the Community Asset Transfer request for the Stag freehold.

263 - DECLARATIONS OF INTEREST

There were no declarations of interest.

264 - MINUTES OF MEETING OF TOWN COUNCIL HELD ON 20TH JULY 2026

RESOLVED: To defer consideration of the minutes of the meeting of the Town Council held on 20th July 2026 to the next meeting.

265 - PRESS RELEASE: None

266 - EXCLUSION OF PRESS AND PUBLIC

RESOLVED: that under the Public Bodies (Admission of Meetings) Act 1960 the public and press be excluded for the following item by reason of the confidential nature of the business.

267 – COMMUNITY ASSET TRANSFER - STAG COMMUNITY ARTS CENTRE

The Council received and noted an update on the legal correspondence with Sevenoaks District Council regarding the Community Asset Transfer of the Stag freehold, noting that a response was awaited from the District Council.

There being no further business the Mayor closed the Meeting.

Signed Dated
Chair