

Tuesday, 25 August 2026

You are hereby summoned to attend a meeting of **Sevenoaks Town Council** to be held in the **Council Chambers** on **Tuesday, 1 September 2026** at **7:00 PM**.

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 will be streamed live to YouTube via the following link: <https://www.youtube.com/@sevenoakstowncouncil1647> 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](https://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.



**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.

**Committee 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 <b>(Vice Chair)</b> – 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 <b>(Chair)</b> – Mayor | Cllr Gareth Willis                                    |
| Cllr Chloe Gustard                             | Cllr Nigel Wightman                                   |

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

[council@sevenoakstown.gov.uk](mailto:council@sevenoakstown.gov.uk)  
[www.sevenoakstown.gov.uk](https://www.sevenoakstown.gov.uk)  
01732 459953

## **PUBLIC QUESTIONS**

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

## **AGENDA**

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### **1. APOLOGIES FOR ABSENCE**

To receive and note apologies for absence.

### **2. REQUESTS FOR DISPENSATIONS**

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

### **3. DECLARATIONS OF INTEREST**

To receive any declarations of interest from members in respect of any items of business included in this report.

### **4. MINUTES OF PREVIOUS MEETING (TO FOLLOW)**

To receive, adopt and sign the Minutes of the Extra Ordinary Meeting of the Town Council held on 24th August 2026 as a true record.

### **5. MINUTES OF COMMITTEES (CIRCULATED SEPARATELY)**

Council is asked to consider and adopt the Minutes of the following Committee meetings:

#### **Planning & Environment Committee**

- 27th July 2026
- 10th August 2026
- 24th August 2026

#### **Finance & Delivery Committee\*\***

- 20th July 2026

### **6. COMMUNITY ASSET TRANSFER - STAG COMMUNITY ARTS CENTRE (REPORT TO FOLLOW)**

### **7. REPORTS TO COUNCIL - STC REPRESENTATIVES ON OUTSIDE BODIES**

To receive reports from representatives on external organisations

### **8. MAYOR'S ENGAGEMENTS**

To receive and note:

1. Functions attended by the Mayor or her representative up to 21st August 2026
2. Forthcoming Civic Events being organised by the Mayor during 2026/2027

### **9. PRESS RELEASE**

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

# APPENDIX I — Public Documents

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## **8. MAYOR'S ENGAGEMENTS**

Events Attended -2026-2027.pdf

Annual Events Calendar - 2026 - 2027.pdf

Sevenoaks Town Council – 1<sup>st</sup> September 2026

Events Attended – 2026/2027

**Mayor: Councillor Victoria Granville**  
**Deputy Mayor: Councillor Lionel O'Hara**  
**& Mayors Representatives**

| Day & Time  | Date    | Organisation & Event/Venue                                                              | Attended by             |    |
|-------------|---------|-----------------------------------------------------------------------------------------|-------------------------|----|
| Sun 3.00    | 17 May  | Hospice in the Weald – Meadow of Memories – Chartwell                                   | Mayor & Consort         | 1  |
| Sun 7.00    | 17 May  | Sevenoaks Symphony Orchestra - Orchestral Concert in the Pamoja Hall, Sevenoaks School. | Mayor & Consort         | 2  |
| Sat 10.30   | 23 May  | Love your Local Market – Bligh's Clocktower                                             | Mayor & Deputy          | 3  |
| Sun 10.30   | 24 May  | Open Day at Sevenoaks Bowling Club                                                      | Mayor & Deputy          | 4  |
| Sun 8.00    | 24 May  | Concert at Walthamstow Hall in aid of Sevenoaks Volunteer Transport Group               | Mayor & Consort         | 5  |
| Thurs 4.00  | 28 May  | Meet & Greet Friends of Rheinbach in Town Council Chamber                               | Mayor                   | 6  |
| Sat 9.30    | 30 May  | Sevenoaks Health & Wellness Fair at Vine Gardens                                        | Mayor & Cllr Canet      | 7  |
| Fri 10.00   | 5 June  | The Business Show at the Community Centre                                               | Mayor, Consort & Deputy | 8  |
| Tues 10.00  | 9 June  | Weald Heights Care Home                                                                 | Mayor                   | 9  |
| Wed 10.00   | 10 June | Greatness Pavilion – Update and Site visit                                              | Mayor & Deputy          | 10 |
| Wed 6.00    | 10 June | Birketts Reception at Squerryes Court                                                   | Deputy Mayor            | 11 |
| Thurs 13.30 | 11 June | Wilderness House – Unveiling of Plaque at the Henry VIII Chestnut Tree                  | Mayor & Deputy          | 12 |
| Thurs 7.00  | 11 June | League of Friends of Sevenoaks Hospital – AGM                                           | Mayor                   | 13 |
| Sun 3.15    | 14 June | Mayor of Medway – Choral Evensong & Dedication Service at Rochester Cathedral           | Mayor & Consort         | 14 |
| Tues 1.00   | 16 June | We Are Beams – Afternoon Tea at St Peter's Church, Hextable                             | Mayor & Deputy          | 15 |
| Thurs 2.30  | 18 June | Visit the Forget me Not Café at Rockdale                                                | Mayor                   | 16 |
| Thurs 7.00  | 18 June | Making it Happen Awards at St Nicholas Church                                           | Deputy Mayor            | 17 |
| Sat 9.45    | 20 June | Raising the Town of Sanctuary Flag on the Vine                                          | Mayor                   | 18 |
| Sat 10.00   | 20 June | Refugee Walk – Starting and Finishing at the Vine                                       | Deputy Mayor            | 19 |
| Sat 2.30    | 20 June | 9 <sup>th</sup> Birthday Celebrations at <u>Weald Heights Care Home</u>                 | Deputy Mayor            | 20 |
| Sat 4.00    | 20 June | Barbeque & switch on of New PV system at Quakers Hall Allotments                        | Mayor & Consort         | 21 |
| Mon 10.30   | 22 June | Fly the Flag for Armed Forces Day at Sevenoaks District Council                         | Mayor                   | 22 |
| Wed 12.00   | 24 June | Sevenoaks Welcomes Refugees – Desperate Journeys at Sevenoaks School                    | Mayor & Deputy          | 23 |
| Thurs 6.00  | 25 June | Portrait of the Artists at the Kaleidoscope Gallery                                     | Mayor & Consort         | 24 |
| Sat 9.15    | 27 June | Armed Forces Day – Flag Raising at the Vine                                             | Mayor                   | 25 |
| Sat 9.30    | 27 June | Tai Chi – Instructor Cllr O'Hara                                                        | Mayor                   | 26 |
| Sat 6.00    | 27 June | Charity Event Hospice in the Weald – Moonlight Walk                                     | Mayor & Consort         | 27 |
| Sat 7.30    | 27 June | Sevenoaks Philharmonic Choir – West End Musicals at the Stag                            | Deputy                  | 28 |
| Sun 7.30    | 28 June | People's Emergency Briefing film at the Stag                                            | Mayor & Deputy          | 29 |
| Sun 10.00   | 5 July  | Kent Ferrari Fundraising for Children in Need                                           | Deputy +1               | 30 |
| Tues 7.45   | 7 July  | Green Street Blues – Summer Concert at the Drive Methodist Church                       | Deputy + 1              | 31 |

Sevenoaks Town Council – 1<sup>st</sup> September 2026

| Day & Time  | Date    | Organisation & Event/Venue                                  | Attended by           |    |
|-------------|---------|-------------------------------------------------------------|-----------------------|----|
| Wed TBA     | 8 July  | South East in Bloom – Judging Day                           | Mayor                 | 32 |
| Wed 2.00    | 8 July  | Peppercorn Rent Ceremony at the Vine Cricket Ground         | Mayor                 | 33 |
| Thurs 1.00  | 9 July  | West Heath School Prize Giving Ceremony & Summer Chill 2026 | Mayor & Deputy        | 34 |
| Thurs 7.00  | 9 July  | Mayor of Tonbridge – Quiz Night at The Old Fire Station     | Mayor+5               | 35 |
| Sat 12.30   | 11 July | Bradbourne Lakes Summer Festival                            | Mayor                 | 36 |
| Thurs 11.00 | 16 July | Town of Sanctuary Meeting                                   | Mayor and Cllr Ancrum | 37 |
| Thurs 5.00  | 16 July | Chamber of Commerce Summer Soiree at Penshurst Place        | Deputy                | 38 |
| Sat 6.30    | 18 July | Mayor of Swanley – Noodle Quiz Night                        | Mayor & Consort       | 39 |
| Sun 3.00    | 19 July | Opening of the 15 <sup>th</sup> Year Summer Bandstand       | Mayor                 | 40 |
| Thurs 6.00  | 23 July | Opening of the Camera Club's Annual Exhibition              | Mayor                 | 41 |
| Fri 10.00   | 24 July | Meeting with the staff of the Japan Local Government Centre | Mayor & Cllr Shea     | 42 |
| Wed 11.00   | 05 Aug  | Greatness Recreation Ground – Skate Park Event              | Deputy                | 43 |
| Wed 2.00    | 05 Aug  | Mayor of Maidstone – Summer Garden Party                    | Mayor & Consort       | 44 |
| Thurs 7.00  | 12 Aug  | Chairman SDC – Pizza & Pipistrelles                         | Mayor & Consort       | 45 |
| Tues 1.50   | 18 Aug  | Children's Theatre Show at Bat & Ball Centre                | Cllr Clayton          | 46 |
| Wed 1.50    | 19 Aug  | Children's Theatre Show at Pontoise Play Area               | Deputy                | 47 |
| Wed 3.00    | 19 Aug  | HiTB V SAYT Friendly Football Match at Trinity School       | Mayor                 | 48 |
| Thurs 1.50  | 20 Aug  | Children's Theatre Show at Greatness Recreation Ground      | Deputy                | 49 |
| Thurs 7.00  | 20 Aug  | Mayor of Dartford – Turkish Night                           | Mayor & Deputy        | 50 |
| Fri 1.50    | 21 Aug  | Children's Theatre at Vine Gardens                          | Mayor                 | 51 |
|             |         |                                                             |                       |    |



## 2026 – 2027

### The Mayor of Sevenoaks Councillor Victoria Granville Dates for Mayoral Events

|                                                                                                                                                                                                                  |                                                                                                       |                                                                                                                                                                 |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>May/June 2026</b><br><br>Civic Service<br><br>Armed Forces Day<br>Tuesday 23 <sup>rd</sup> June                                                                                                               | <b>July 2026</b><br><br>Peppercorn Rent Ceremony<br>Wednesday 8 <sup>th</sup> July                    | <b>August 2026</b>                                                                                                                                              |
| <b>September 2026</b><br><br>Merchant Navy Day<br>3 <sup>rd</sup> September<br><br>Mayor's Garden Party<br>11 September                                                                                          | <b>October 2026</b><br><br>Mayor's Firewalk<br>3 <sup>rd</sup> October                                | <b>November 2026</b><br><br>Remembrance Day<br>Sunday 8 <sup>th</sup> November<br><br>Armistice Day<br>Wednesday 11 <sup>th</sup> November<br><br>Tree Planting |
| <b>December 2026</b>                                                                                                                                                                                             | <b>January 2027</b>                                                                                   | <b>February 2027</b><br><br>Mayors Concert at Stag<br>Saturday 6 <sup>th</sup> February<br><br>Quiz Night<br>Saturday 13 <sup>th</sup> February                 |
| <b>March 2027</b><br><br>International <u>Women's Day</u> Lunch<br>Monday 8 <sup>th</sup> March<br><br>Commonwealth Day<br>10 <sup>th</sup> March<br><br>Tour of Knole House<br>Wednesday 24 <sup>th</sup> March | <b>April 2027</b><br><br>Mayor's Volunteers Thank You<br>Reception<br><br>Luncheon at Chevening House | <b>May 2027</b>                                                                                                                                                 |