

**Sevenoaks Town Council**  
**Minutes of the Town Council Meeting held on 15<sup>th</sup> January 2024**

**Held in the Council Chamber, Town Council Offices, Bradbourne Vale Road, TN13 3QG**

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

<https://youtube.com/live/sYcTSDx-6EE?feature=share>

**Meeting Commenced:** 8.31 p.m.

**Meeting Concluded:** 8.57 p.m.

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

**In Attendance:** Town Clerk, Responsible Finance Officer/Deputy Town Clerk, Senior Committee Clerk and Planning Committee Clerk.

**Members of Public in Attendance:** None

**Representations received from Members of the Public:** None

**614 Apologies for Absence**

Apologies for Absence were received and accepted as shown above.

**615 Requests for Dispensations:** none received.

**616 Declarations of Interest:** none received.

**617 Minutes of the Meeting of Sevenoaks Town Council held on 11<sup>th</sup> December 2023**

**RESOLVED:** to accept and sign the minutes of the Meeting of Sevenoaks Town Council held on 11<sup>th</sup> December 2023 as a true record.

**618 Minutes of Committees**

**Planning Committee**

**RESOLVED:** To receive and adopt the minutes of the meetings of the Planning Committee held on 18<sup>th</sup> December 2023 and 8<sup>th</sup> January 2024 as true records.

**619 Sevenoaks Town Council Precept Recommendation for 2024 -2025**

The Town Council received and noted the recommendation unanimously agreed at the meeting of the Finance & General Purposes Committee meeting held immediately prior to this Council meeting [*Minute 609, F&GP 15.01.24 refers*].

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It was noted that the precept recommendation would enable the Town Council to maintain all services currently delivered; to increase its grant budget for local organisations; support youth services in the town; and include Living Wage and Minimum Wage increases.

Officers and Councillors involved in the preparation of the budget were thanked for their hard work.

**RESOLVED:** That the Town Council approve the precept recommendation of £1,437,614 for 2024-2025 which is a 4.9% increase to the 2023-24 precept resulting in a Band D equivalent household rate of £145.33 per year, which equates to £2.79 per week an 11p increase per week.

**620 Community Investment Plan 2023 - 2027**

The Town Council considered the draft Community Investment Plan 2023-2027

A few typographical errors were identified.

**RESOLVED:** that, subject to the amendment of typographical errors identified, the Community Investment Plan 2023-2027 be approved and adopted.

**621 Appointment of Leader and Deputy Leader of Sevenoaks Town Council**

At the meeting of the Town Council held on 27<sup>th</sup> November (*Minute 522 refers*), the process and protocol for the appointment of a Leader and Deputy Leader for the Town Council was adopted.

Consideration was given to formally appointing councillors to those roles.

It was proposed by Cllr Wightman and seconded by Cllr Camp, that Cllr Tony Clayton be elected to the office of Leader of Sevenoaks Town Council.

**RESOLVED:** that Cllr Tony Clayton be elected Leader of Sevenoaks Town Council.

It was proposed by Cllr Camp and seconded by Cllr Varley, that Cllr Nigel Wightman be elected to the office of Leader of Sevenoaks Town Council.

**RESOLVED:** that Cllr Nigel Wightman be elected Deputy Leader of Sevenoaks Town Council.

**622 Reports to Council: Town Council Representatives on External Organisations**

**RESOLVED:** To note the reports on the Friends of Rheinbach and the Darent Valley Community Rail Partnership

**623 Mayor's Engagements**

**RESOLVED:** To note and accept the reports relating to Mayoral activities:

- a) functions attended by the Mayor or her representative up to 24<sup>th</sup> December 2023; and

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b) forthcoming Civic Events being organised by the Mayor during 2023-24

**624 Press Releases**

**RESOLVED:** That a press release be issued in respect of

- 2024/2025 Precept
- Community Investment Plan 2023-2027

There being no further business the Mayor closed the meeting.

Signed .....

Mayor

Dated .....