

29th March 2022

You are hereby summoned to attend an Extraordinary Meeting of the **SEVENOAKS TOWN COUNCIL** to be held in the Council Chamber, Town Council Offices, Bradbourne Vale Road, Sevenoaks, TN13 3QG on **Monday 4th April 2022**, at the **conclusion of the Planning Committee commencing 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 will be streamed live to YouTube for the public to watch via the following link: <https://youtu.be/1ZDFLK2MS5k> 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.



Town Clerk

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

AGENDA

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.

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). —

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| 3 | <u>DECLARATIONS OF INTEREST</u>
To receive any declarations of interest from members in respect of any items of business included in this report. | – |
| 4 | <u>MINUTES OF PREVIOUS MEETING</u>
To receive, adopt and sign the Minutes of the meeting of the Sevenoaks Town Council held on 21 st March 2022 as a true record. | Attached |
| 5 | <u>CONSIDERATION OF TENDERS RECEIVED FOR REFURBISHMENT OF VINE ASSETS</u> | Attached |

Sevenoaks Town Council

Minutes of the Town Council Meeting held on 21st March 2022
Council Chambers, Town Council Offices, Bradbourne Vale Road, Sevenoaks, TN13 3QG

Livestreamed on YouTube : <https://youtu.be/u0KWctcX6gU>

Meeting Commenced: 8.35 p.m.

Meeting Concluded: 8.44 p.m.

Cllr Keith Bonin	Present	Cllr Nicholas Busvine	Present
Cllr Sue Camp	Present	Cllr Dr Marilyn Canet, Mayor	Present
Cllr Tony Clayton	Present	Cllr Andrew Eyre	Remote attendance
Cllr Victoria Granville-Baxter	Present	Cllr Roderick Hogarth	Absent
Cllr Lise Michaelides	Present	Cllr Tom Morris Brown	Absent
Cllr Rachel Parry, Deputy Mayor	Present	Cllr Richard Parry	Present
Cllr Robert Piper	Apologies	Cllr Simon Raikes	Present
Cllr Claire Shea	Present		

In Attendance: Town Clerk, Planning Committee Clerk

593. Welcome by the Mayor Cllr Dr Marilyn Canet

The Mayor welcomed everybody to the meeting and read out various letters of thanks received from local organisations that were presented with grant awards by the Town Council at the Annual Town Meeting held on 14th March 2022.

594. Apologies for Absence: as shown above.

595. Requests for Dispensations: none received.

596. Declarations of Interest: none received.

597. Minutes of the Meeting of Sevenoaks Town Council held on 28th February 2022

RESOLVED: to accept and sign the Minutes of the meeting of Sevenoaks Town Council held on 28th February 2022 as a true record.

598. Deed of Variation, The Lodge

Council considered the signing and sealing of a Deed of Variation, relating to improvements to the building erroneously left off original conveyance.

RESOLVED:

That in accordance with Standing Order 24, the Deed of Variation for The Lodge be signed and sealed with the appropriate Minute number.

Sevenoaks Town Council

599. Exclusion of Public and Press

RESOLVED: 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.

600. Bat & Ball Centre Flooring

Council considered the offer received from Kent County Council in relation to repairs required to the Bat & Ball Centre flooring and the legal advice recently received. It was agreed that additional advice and discussions be sought.

RESOLVED: to defer a decision to the next Town Council meeting when further information was available.

There being no further business the Mayor closed the meeting.

Signed

Mayor

Dated

Sevenoaks Town Council
Extra Ordinary Town Council Meeting - 4th April 2022

Refurbishment of Vine Assets

Sevenoaks Town Council has a rolling programme of refurbishment to its assets, however without corresponding budget allocation. In recent years it has been able to use CIL (Community Infrastructure Levy) receipts to cover the costs of works.

Currently the CIL payment due for March 2022 equates to £87, 061.64.

Sevenoaks Town Council are trying to complete the programme of refurbishment of its assets on the Vine in preparation of the national judging for Britain in Bloom. Sevenoaks are finalists for the first time (one of seven) and judging is due to take place in the summer. It is a tight programme for the refurbishment and subject to weather.

The following tenders have been received and independently analysed by Glenn Ball, Architect. All sums below include a 5% contingency and are net of VAT.

	A	B	C	D
Pavilion	£48,629.70	£32,171.58	£29,614.54	Unable to meet timetable for tenders or work
Bandstand	£23,486.40	£17,188.92	£7,660.80	
Café	£28,104.30	£16,601.76	£11,384.10	
Kiosk	£9,531.14	£7,407.54	£5,750.14	
Total	£109,751.54	£73,369.80	£54,409.58	

Vine Waste

Tenders are currently being sought for comprehensively addressing the problems at the Vine Waste of uneven and potentially dangerous uneven surface and erosion of soil. It is recommended that a budget allowance of £10,000 is made.

RECOMMENDATIONS:

- i) Sevenoaks Town Council accepts Tender C at a total cost of £54,409.58 for the refurbishment of Vine assets.
- ii) Sevenoaks Town Council allocates a budget of £10,000 for the restoration of the Vine Waste and delegates decision on tenders to Chairman of Finance & General Purposes Committee, Chairman of Open Spaces & Leisure Committee and Town Clerk.
- iii) Sevenoaks Town Council allocates £70,000 of March 2022 CIL income to cover i) and ii) above and professional fees.