

5th April 2022

You are hereby summoned to attend a meeting of the **SEVENOAKS TOWN COUNCIL** to be held in the Council Chamber, Town Council Offices, Bradbourne Vale Road, Sevenoaks, TN13 3QG on **Monday 11th April 2022**, at the conclusion of the Finance & General Purposes 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/iQOu0XpuG0s> 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). —

Town Council Offices
Bradbourne Vale Road
Sevenoaks Kent TN13 3QG

tel: 01732 459 953 fax: 01732 742 577
email: council@sevenoakstown.gov.uk
web: sevenoakstown.gov.uk

3	<p><u>DECLARATIONS OF INTEREST</u> To receive any declarations of interest from members in respect of any items of business included in this report.</p>	–
4	<p><u>MINUTES OF PREVIOUS MEETING</u> To receive, adopt and sign the Minutes of the meeting of the Sevenoaks Town Council held on 4th April 2022 as a true record.</p>	Attached
5	<p><u>MINUTES OF COMMITTEES</u> Council is asked to consider and adopt the Notes & Minutes of the following Committee meetings:</p> <p><u>Planning Committee:</u> 7th March 2022 21st March 2022 4th April 2022</p> <p><u>Youth Services Committee:</u> 23rd March 2022</p> <p><u>Finance & General Purposes Committee:</u> 28th February 2022</p> <p><u>Personnel Committee</u> 28th March 2022</p>	Copies previously circulated and available on request
6	<p><u>UPDATED MEETING SCHEDULE 2022/2023</u> To receive and adopt amended schedule of meetings for the 2022/2023 year</p>	Attached
7	<p><u>CASUAL VACANCY UPDATE</u></p>	Attached
8	<p><u>APPROVAL OF SEVENOAKS TOWN COUNCIL'S BIODIVERSITY POLICY</u></p>	Attached
9	<p><u>MAYOR'S ENGAGEMENTS</u> To receive and note:</p> <p style="padding-left: 20px;">a) the functions attended by the Mayor or her representative up to March 2022</p> <p style="padding-left: 20px;">b) the forthcoming Civic Events being organised by the Mayor during 2021/2022</p>	Attached Attached
10	<p><u>PRESS RELEASE</u> To consider any agenda item which would be appropriate for a press release.</p>	

11 **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.**

12 BAT & BALL CENTRE FLOORING

Update to follow, when available

This page has been left blank intentionally

This page has been left blank intentionally

Sevenoaks Town Council

Minutes of the Extraordinary Town Council Meeting held on 4th April 2022
Council Chambers, Town Council Offices, Bradbourne Vale Road, Sevenoaks, TN13 3QG

Livestreamed on YouTube: <https://youtu.be/1ZDFLK2MS5k>

Meeting Commenced: 9.05 p.m.

Meeting Concluded: 9.15 p.m.

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

In Attendance: Town Clerk, Planning Committee Clerk

Representations received from Members of the Public: none.

11. **Apologies for Absence** as shown above.
12. **Requests for Dispensations:** none received.
13. **Declarations of Interest:** none received.
14. **Minutes of the Meeting of Sevenoaks Town Council held on 21st March 2022**
RESOLVED: to accept and sign the Minutes of the meeting of Sevenoaks Town Council held on 21st March 2022 as a true record.
15. **Refurbishment of Vine Assets**
 Councillors considered the planned refurbishment of assets on the Vine in preparation for the national judging for Britain in Bloom. Sevenoaks was a finalist for the first time (one of seven) and judging was due to take place in the summer.

Tenders received were set out in the report and had been independently analysed.

RESOLVED that:

- 1) Tender C be accepted, at a total cost of £49,016.73 for the refurbishment of the following Vine assets:
 - Pavilion
 - Bandstand

Sevenoaks Town Council

- Café
 - Kiosk
- 2) a budget of £10,000 be allocated for the restoration of the Vine Waste and authority to consider tenders to be delegated to the Chairman of Finance & General Purposes Committee, Chairman of Open Spaces & Leisure Committee and Town Clerk.
 - 3) £70,000 of March 2022 CIL income be allocated to cover 1) and 2) above and professional fees.
 - 4) The Open Spaces Manager to provide an update on the feasibility of opening and widening one of the access points to the Vine from Dartford Road.

There being no further business the Mayor closed the meeting.

Signed

Mayor

Dated

Update Meeting Schedule 2022-2023 (as at 05.04.2022)

MAY 2022		
Mon 02	Bank Holiday – May Day	
Tues 03	Planning	
Mon 09	Annual Council Meeting	
Mon 16	Planning	
Wed 18	Youth Council	Youth Services
Mon 23	No meeting	
Mon 30	Planning	
JUNE 2022		
Thu 02	Bank Holiday (moved from 30 May)	
Fri 03	Bank Holiday – Queen’s Jubilee	
Mon 06	Finance & GP	Town Council
Mon 13	Planning	
Wed 15	Sevenoaks Town Team	
Mon 20	Community Infrastructure	
Mon 27	Planning	
Wed 29	Youth Council	Youth Services
JULY 2022		
Mon 04	Open Spaces & Leisure	
Mon 11	Planning	
Wed 13	Stag Trustees	
Mon 18	Finance & GP	Town Council
Mon 25	Planning	
AUGUST 2022		
Mon 01	No meeting	
Weds 03	Sevenoaks Town Team	
Mon 08	Planning	
Mon 22	Planning	
Mon 29	Summer Bank Holiday	
SEPTEMBER 2022		
Mon 05	Planning	
Wed 07	Youth Council	Youth Services
Mon 12	Finance & GP	Town Council
Wed 15	Bat & Ball Centre Users Group	
Mon 19	Planning	
Thurs 22	Stag Trustees AGM & Ordinary Meeting	
Mon 26	Open Spaces & Leisure	
OCTOBER 2022		
Mon 03	Planning	
Wed 05	Sevenoaks Town Team - AGM	
Mon 10	Community Infrastructure	
Mon 17	Planning	
Mon 24	Personnel	
Mon 31	Planning	
NOVEMBER 2022		
Wed 02	Youth Council	Youth Services
Mon 07	Open Spaces & Leisure	
Mon 14	Planning	
Mon 21	Finance & GP	Town Council
Mon 28	Planning	
Tues 29	Stag Trustees	

DECEMBER 2022		
Mon 05	Town Council (Christmas)	
Mon 12	Planning	
Wed 14	Sevenoaks Town Team	
Mon 19	Planning	
Mon 26 to Fri 30th Dec - STC Closed		
JANUARY 2023		
Mon 02	Bank Holiday	
Mon 09	Planning	
Mon 16	Finance & GP	Town Council
Wed 18	Youth Council	Youth Services
Mon 23	Planning	
Mon 30	Community Infrastructure	
Tue 31	Stag Trustees	
FEBRUARY 2023		
Mon 06	Planning	
Mon 13	Open Spaces & Leisure	
Mon 20	Planning	
Wed 22	Sevenoaks Town Team	
Mon 27	Finance & GP	Town Council
MARCH 2023		
Mon 06	Planning	
Wed 08	Bat & Ball Centre Users Group	
Mon 13	Annual Town Meeting - B&B Centre	
Mon 20	Planning	
Wed 22	Youth Council	Youth Services
Mon 27	Personnel	
Weds 31	Stag Trustees	
APRIL 2023		
Mon 03	Planning	
Wed 05	Sevenoaks Town Team	
Fri 07	Bank Holiday – Good Friday	
Mon 10	Bank Holiday – Easter Monday	
Tue 11	Finance & GP	Town Council
Mon 17	Planning	
Mon 24	No Meeting	
MAY 2023		
Mon 01	Bank Holiday – May Day	
Tue 02	Planning	
Thu 4	COUNCIL ELECTIONS DAY	
Mon 8	Informal meeting of Council	
Mon 15	Annual Council & Mayor Making	
Mon 22	Planning	
Mon 29	Spring Bank Holiday	
Wed 31	Stag Trustees	

Town Council Meetings commence at conclusion of F&GP **Sevenoaks Town Team** commences at 6.30pm
Youth Council commences at 6pm **All other meetings** commence at 7pm

This page has been left blank intentionally

This page has been left blank intentionally

Casual Vacancy

Following the death of Cllr Edward Waite who sadly passed away in March 2022 there was a legal duty in accordance with Section 87 (2) of the Local Government Act 1972 to provide the public with a **Notice that a Casual Vacancy** had arisen. The notice was published on 23rd March 2022.

If ten electors requested an election prior to 12th April 2022 this would be called. If electors did not request an election the Casual Vacancy would be filled via a Co-Option process.

Ten electors provided their names to Sevenoaks District Council and a **Notice of Election** was posted on 28th March 2022.

Nomination papers were required to be submitted by 4 p.m. on Tuesday 5th April 2022.

If the election is contested the poll will take place on Thursday 5th May 2022.

This page has been left blank intentionally

This page has been left blank intentionally



Sevenoaks
TOWN council

**Parks and Open Spaces
DRAFT Biodiversity Policy
2021-2025**

Introduction

Sevenoaks has an abundance of public gardens, parks, woodlands and open spaces across the town. These areas provide opportunities for exercise, recreation and relaxation as well as connecting people with nature and each other. Having access to green spaces enhances physical health, mental well-being and life satisfaction.

Open spaces in urban areas are also essential for biodiversity, providing food and habitat for wildlife, as well as helping to mitigate against climate change and pollution. They also act as green corridors linking areas of wildlife value.

The Environment Bill 2020 sets out how the Government will put the environment at the centre of policy making. It will make sure that we have a cleaner, greener and more resilient country for the next generation.

Sevenoaks Town Council's Open Spaces team manage over 38 hectares of land throughout Sevenoaks including formal gardens, playgrounds, open spaces, allotments, a large cemetery and numerous woodlands. These areas range widely from heavily used gardens and sports grounds, to more wildlife rich and less intensively managed open spaces. This policy considers how to maintain and enhance biodiversity across Sevenoaks Town Council's open spaces in order to maximise gains for wildlife in the town.

General principles

1. Maintain and enhance existing wildlife-rich habitats

It is important to protect and enhance areas within STC that are already benefiting wildlife. These include Greatness Cemetery and Sevenoaks Common which are relatively wildlife-rich sites.



Sevenoaks Town Council – 11th April 2022

There are lengths of native hedgerows at a number of sites. These are high value for biodiversity and will be sensitively managed with wildlife in mind. There will be no significant hedge works on native hedges during the bird breeding season, and their cutting regimes will be managed to reduce impact where this does not impact on public access or amenity.

A new hedgerow was planted at Brittain's Common in 2020 to help mitigate the noise and pollution from the A224 and provide additional habitat.

Sevenoaks Town Council secured a grant of 420 wild harvest saplings including Elderberry, Rowan, Hazel, Blackthorn, Dog rose, Crab apple from the Woodland Trust.



There are also areas of scrub surrounding some of the recreation grounds which are valuable for birds and small mammals. Where these are not encroaching onto species rich grassland or impacting recreational use, these can be maintained and allowed to develop.

Trees are an extremely valuable habitat for wildlife both as standards and copses. Trees across the STC land are retained where possible. If trees are lost through natural causes or are felled for safety reasons, these are replaced with appropriate species.

2. Create new habitats

Increasing the amount and types of available habitat benefits wildlife. STC will seek opportunities to create new habitats such as wildflower meadows, tree copses, native hedges and log piles. Where appropriate, vegetation within existing habitats can be diversified by adding wildflowers, long grass areas, shrubs and trees. Even something as simple as incorporating areas of long grass creates new habitats such as long hollow stems and seed heads. Allowing natural processes to occur also creates new habitats. For example, winter die back of herbaceous plants provides overwintering habitat for

Sevenoaks Town Council – 11th April 2022

invertebrates, whilst leaving standing or fallen deadwood (where it doesn't impact public safety) provides valuable habitat for fungi and invertebrates.

3. Reduce pesticide and herbicide use

Insects and weeds are biodiversity - they make up the vast majority of the species found across our sites, and they are food for other groups of animals such as birds. Pesticides are indiscriminate and will kill organisms other than their targets and can also accumulate in animals that eat sprayed insects. Similarly, herbicides can affect non-target species through direct accidental spraying or by drifting in the air. Biodiversity in our open spaces will benefit from minimising pesticide and herbicide use. However, in some instances (for example controlling non-native invasive species and keeping paths safe) there is currently no viable alternative. In these situations, the minimal possible amount of herbicide will be safely and carefully applied. STC has invested in a controlled droplet application and weed brush machine and will continue to investigate new technologies as they emerge.

4. Schedule vegetation clearance to avoid nesting birds

Breeding birds and their nests are protected by law. STC will continue to avoid vegetation clearance and tree works during the bird breeding season from March to September. During the 'shoulders' of the season, vegetation will be checked prior to starting work because climate change is altering nesting times.

5. Remove invasive non-native plants

Fortunately, there are only limited occurrences of non-native plant species on STC land. STC will continue to remove non-native species, such as Japanese Knotweed and Giant Hogweed where they are found and ensure they do not spread onto neighbouring land, as required by Defra.

6. Engage the public

It is important to keep the public well informed when making changes for biodiversity in public areas, both to retain their support and as an opportunity to increase their awareness. For example, when leaving grass uncut to allow wildflowers to thrive, educational signs can help mitigate any impression of neglect. STC will consult the public when undertaking biodiversity enhancement projects and will offer opportunities for public involvement where appropriate and resources allow.

STC will endeavour to encourage more people into green spaces through communications (press and social media) and by creating Friends Groups and the liaising with local community to organise events and activities in the gardens. There are currently a range of activities available for the public on Sevenoaks Common being run by the volunteers of the Greensands Project. Keeping the formal gardens tidy, colourful and welcoming and The Vine maintained to Green Flag standards also increase the number of visitors and their enjoyment of the sites.

7. Connect habitats

Over the past two years small bee and insect friendly habitats have been created and nurtured to act as wildlife corridors between more wildlife rich habitats. These allow pollinators to travel from one patch of land to another which is very important for healthy biodiversity and mitigating for climate change. In 2020 STC was awarded a 'Bees Needs' Award by DEFRA.

Habitat Specific Principles

1. GRASSLAND

A lot of the land managed by STC is grassland. This includes amenity grassland, play areas and wildflower areas.

1.1 Amenity grassland

STC maintain a significant number of amenity grassland sites, sports pitches and lawns. These are regularly cut and of low value to biodiversity. These habitats support grassland invertebrates in low numbers (in comparison to long grass) and provide limited foraging resource for birds, mammals and other predators that feed on grassland invertebrates. Where these sites are heavily used for recreation, such as rugby, football pitches and cricket pitches or regularly used lawns (ie. in the gardens), there are limited options to enhance biodiversity.

However, STC will seek opportunities for enhancement in those areas which are less heavily used. These include:

- Changing the mowing regime on site or part of the site to allow longer grass and any flowers to grow – this more diverse structure will increase habitat and food sources for invertebrates and their predators. Leaving a buffer strip of long grass along hedges, boundaries and around trees (at least 50 cm) where it does not impact the amenity value of sites.
- Leaving a proportion of long grass over the winter to allow cover for overwintering invertebrates.
- Enhancing areas of grassland by introducing wildflowers.
- Allowing scrub areas to develop in areas of amenity grassland, providing food and habitat for invertebrates, birds and mammals.
- Planting trees or native hedges on areas of amenity grassland.

1.2 Naturalised bulbs in grass

Naturalised bulbs, such as snowdrop and crocus, provide a flush of colour and interest for grasslands in spring. These habitats are of medium value to biodiversity as they provide a range of vegetation structures, and pollen and nectar early in the season.

STC will increase plant species diversity by planting native spring-flowering wildflower bulbs and increase the area of naturalised bulbs by expanding into ornamental lawns or amenity grasslands.

Some areas where bulbs have been planted will be left to grow throughout the year, mowing in late winter, to provide seed heads and hollow stems for birds and invertebrates.

2. SHRUB BEDS

The value of shrub beds to biodiversity depends on the species used. Most shrubs are high valuable to biodiversity due to the range of structures and habitat niches they provide (e.g. woody stems, foliage at varying height from the ground, flowers, seed heads/hips/berries). Shrubs with lots of flowers and a long flowering period are good for pollinators, especially if they flower early or late in the season when pollen and nectar sources are in short supply. STC will adhere to the following guidelines for shrub beds:

- Consider wildlife value when planting new shrubs using flowering and fruiting shrubs that provide food sources for wildlife.
- Reduce intensive trimming of shrubs where appropriate, allowing a variety of shrub heights to develop.
- Consider replacing mulch and cultivated soil with herbaceous groundcover or woodland wildflowers.
- Add structure to shrub beds by planting single standard trees in appropriate places.
- Leave woody cuttings in piles within the shrub bed to create deadwood habitat.

3. FLOWER BEDS

Flower beds create a visual spectacle and can be of high biodiversity value if they contain a variety of nectar rich flowers. STC will:

- Increase species and structural diversity within the bed.
- Select plants which encourage pollinators or have other wildlife benefits.
- Select species for future plantings that do not need protection from slugs to survive, thereby avoiding the need to use slug pellets. Also consider plants resistance to pests and diseases, which may require spraying.
- Retain dead seed heads and skeletons of dead plants where practical and where it does not impact visual amenity, leaving to stand over winter for seed-eating birds and winter invertebrate shelter and strimming in late winter or spring. Signage can be used to explain to the public why this is being carried out.

4. PONDS

Water features are of great value to biodiversity, however there are very few under STC management. The fishpond at Vine Gardens is of fairly low biodiversity value, with hard edges and surrounded by paving, although it does provide a supply of freshwater to birds and insects. There are some ponds on the allotments and even these small, temporary water bodies provide water for wildlife to drink and will support some invertebrates.

5. HEDGES

Creating and enhancing hedges will be of high value to biodiversity if they are well-managed and species-rich. They act like long linear woodland edges to provide shade, shelter and a range of habitat niches within a small area. STC will:

- Reduce frequency of cutting in native hedgerows where it does not impact the visual amenity or safety of the site. STC will promote a more varied structure by aiming to cut once every two or three years or by cutting only one side of a hedge each year.
- Identify hedges needing restoration work (gapping up, coppicing) and those that will be left to grow out – both of which are valuable for wildlife.
- Increase the diversity of single-species hedges by incorporating a range of native hedging species or including flowering and fruiting species.
- Create a buffer strip of biodiversity grass or meadow extending 2 metres from the base of the hedge.
- Allow trees to grow up within the hedge.

6. TREES

6.1 Wooded areas

Copses and wooded areas are of high value to biodiversity mainly due to having a huge range of habitat niches. An area of trees can support many more species than the same area of any other park habitat. STC has many small wooded areas including Sevenoaks Common with varied age and structure of trees with a native understory.

STC will consider the following options for trees:

- Consider planting trees where appropriate on low value amenity grassland where this does not impact recreation or amenity.
- Where there is dense tree cover, allow glades and pathways to increase sunlight reaching the ground which will stimulate undergrowth.
- Leave logs, prunings and other dead wood in place to decompose or create nearby log piles, including standing dead wood where it does pose a risk to the public or compromise the visual amenity of a site.
- Introduce woodland wildflowers and ground flora.
- Create a buffer strip of long grass around the edge of copses and under trees.
- Maintain a shrub understorey and encourage trees to regenerate naturally.
- Develop a wide range of tree ages and sizes from young regeneration to standing damaged or dead trees.

6.2 Single standard trees

Single trees can be of great value to biodiversity if allowed to mature and reach a good size. Tree species which flower and produce fruit are valuable to pollinators in summer and birds in winter. STC will:

- Leave grass uncut underneath single trees, to a radius of 50 cm or more where viable. Trees with dedication plaques will continue to be strimmed, as will some trees in formal gardens.
- Plant bulbs underneath single trees to provide spring colour where resources allow.
- Encourage or introduce wildflowers underneath single trees to maintain display after bulb flowering.
- Leave dead wood in place on trees unless it poses a safety risk.

Sevenoaks Town Council – 11th April 2022

- Install bat or bird boxes where appropriate to increase nesting habitat, bearing in mind the need for bird box maintenance.

7. PLAY AREAS

These are of low value to biodiversity but there are opportunities to enhance them for wildlife, which can make them more engaging for young people and provide some natural play opportunities.

- Install bat and insect boxes where appropriate.
- If resources allow, to incorporate planting trees/shrubs into play areas, whilst having regard for safety and vandalism considerations.
- Consider creating natural play features with logs, sticks for den making.

8. DEADWOOD AREAS AND COMPOST HEAPS

Standing and fallen deadwood are important habitats for a huge range of invertebrates and fungi. Deadwood includes fallen branches, felled trees, log piles, dead branches on living trees and standing dead trees. Similarly compost heaps provide additional resources of dead plant matter for fungi and invertebrates to feed on and inhabit; the compost can be used in horticultural operations once it has broken down. The heavy recreational use of STC Parks and Gardens and aesthetic sensibilities of the public (as well as health and safety) will limit our opportunities to create deadwood habitats and compost heaps on our parks and gardens, however, in less used or visible areas we will consider the following options:

- Leave some dead trees and shrubs standing (whilst having regard to both health & safety and aesthetics)
- Leave some old tree and shrub stumps to decay naturally.
- Create log piles from cuttings of various thicknesses, leave in contact with the ground, in light shade, and in a compact pile.
- Create compost heaps, fed with grass cuttings, strimmings from herbaceous perennials, old bedding plants, and chipped wood.

9. ALLOTMENTS

STC has two allotment sites providing ideal places for biodiversity. The sheer number and density of different plants and habitats brings a huge diversity of invertebrates, birds and other wildlife.

Allotment holders can be encouraged to garden in a wildlife friendly way. For example, delaying the winter tidy up until March will retain dry plant stems and seed heads, which provide winter food for birds and places to rest and hibernate for invertebrates. Allotment holders can also be encouraged to avoid peat and pesticides, provide water for birds and leave some plants to bolt to provide extra flowers for pollinators.

The common areas of STC allotments provide opportunities to create new habitats to benefit wildlife.

- Planting native or fruit trees on common areas.

Sevenoaks Town Council – 11th April 2022

- Creating additional hedgerows along boundaries. Natives like hawthorn, blackthorn, holly and brambles can be mixed with non-native pyracantha or Japanese rose to create a hedge rich in flowers and berries for wildlife. These species are all thorny so double-up as a security measure. Allow scrub areas to develop in uncultivated corners and edges of the allotment.
- Affix bat and bird boxes to mature trees. Consider an owl box where they are present (e.g. Green Lane).
- Create habitat piles using stones and dead wood. This will be used by many different invertebrates and maybe frogs or hedgehogs. Compost heaps are also good habitats for wildlife.

Conclusion

Whilst the priority for the STC Parks and Open Spaces Team is to provide safe, aesthetically pleasing recreational spaces for the community, a wealth of research indicates that spending time with nature benefits people's health and wellbeing. Enhancing STCs sites for wildlife will therefore help both mitigate the biodiversity crisis and will also benefit the users of the sites. Keeping the public informed and engaging them, where possible, ensures increased public support and wider benefits. STC will strive to continue to enhance its parks and open spaces to benefit both people and wildlife into the future.

Biodiversity Actions

Note, this is currently a working list which will be revised annually with the Biodiversity Policy. Funding, capacity and logistics as well as public and council support will determine which actions can be undertaken.

ACTION	LOCATION	DATE
Identify high value grassland areas and revise mowing regime accordingly. This will need to be accompanied by a publicity campaign and signage.		Spring 2022 and ongoing
Create long grass margins (2-5 m) next to boundaries and around the base of trees (at least 50 cm) in less heavily used amenity grassland where trees are not donated.		Spring 2022 and ongoing
Seek opportunities for native hedge planting on perimeters.		Autumn 2021, Autumn 2022
Assess hedges across estate and identify appropriate management and restoration.		Autumn/Winter 2021
Encourage residents to participate in the 'Adopt a Tree' scheme to purchase a tree as a unique gift to celebrate a birthday, anniversary, or remember a loved one.		ongoing
Promote tree planting days		Autumn 2021 and ongoing
Create Friends Groups to protect and enhance habitats		Winter 2021, Spring 2022
support residents and local organisations activities to enhance and promote biodiversity		Ongoing
Raise awareness of environment and promote conservation projects in conjunction local partner organisations		Ongoing
Plant native trees, with emphasis on fruit and nut trees, to supplement current tree stock.		Winter 2021 Winter 2021 Ongoing
Investigate opportunities for enhancing grassland biodiversity by creating wildflower areas using seeds, plugs or by planting naturalised bulbs.		Autumn 2021 Spring 2021 Autumn 2021
Continue to reduce herbicide use and seek alternative technologies as they emerge.		Ongoing
Install bird, bat, owl and insect boxes		ongoing
Assess allotments for potential wildlife enhancements in common areas – specifically ponds and plantings.	allotments	2022
Engage allotment holders in wildlife friendly gardening and consider if our approach to inspections is enhancing biodiversity.	allotments	2022/23

Events Accepted/Attended – 2021/2022

Mayor: Councillor Dr Marilyn Canet

Day & Time	Date	Organisation & Event/Venue	Attending
Wed 1.30	12 May	Visit to Trinity School – Creation Care ‘Growing Hope’ Garden	Mayor & Cllr Michaelides
Fri 6.00	14 May	Les Amis de Sevenoaks and the Friends of Pontoise – Zoom Meeting	Mayor
Mon 2.15	24 May	War Graves Week – Lay crosses at Greatness Cemetery	Mayor & Cllr Granville Baxter
Sun 2.30	30 May	Joint Open Day at Sevenoaks Bowls Club	Mayor
Sun 7.45	30 May	Concert Major to Minor live at the Stag	Mayor & Jill Webster
Sat 10.00	5 June	Vegan Market in Buckhurst Lane Car Park	Mayor
Tues 4.00	8 June	Opening of the Business Hub	Mayor
Thurs 2.00	10 June	Visit to Lady Boswell’s Primary School	Mayor
Thurs 4.15	10 June	Celebrate Steph Harrison’s achievement of walking 100 miles for Breast Cancer Now	Mayor
Thurs 5.45	10 June	Kent Armed Forces Briefing – Zoom meeting	Mayor
Sat 10.30	12 June	St Nicholas Church – Churches Count on Nature	Mayor
Mon 13.25	14 June	Visit to St Thomas’s Catholic Primary School to inform the children about the role of Mayor and the work of the Town Council	Mayor
Wed 10.00	16 June	Visit to Sevenoaks Primary School to see the Forest School, wildlife pond and allotment areas	Mayor
Thurs 1.00	17 June	Meeting with the Directors of Sevenoaks Bowls Club	Mayor
Fri 9.00	18 June	Visit to Sevenoaks School to see Y 11 Geography presentations	Mayor
Tues 11.50	22 June	Grand Opening of The Fish Shop	Mayor & Cllr Michaelides
Thurs 6.00	24 June	Disability at Work Zoom meeting	Deputy Mayor
Sun 10.00	27 June	Mayor of Dartford’s Civic Service	Deputy Mayor & Cllr Richard Parry
Wed 5.00	30 June	Age UK Retirement Reception for Gillian Shepherd-Coates	Deputy Mayor & Cllr Richard Parry
Sat 5.45	3 July	Chance to Dance performance at the Stag Theatre	Deputy Mayor & Cllr Richard Parry
Sat 7.30	3 July	Sevenoaks Music Club – Concert at Walthamstow Hall	Cllr. Simon Raikes & Mrs Christine Raikes
Mon 11.00	5 July	NHS Social Care & Frontline Workers’ Day – Raise the Flag on the Vine	Deputy Mayor
Mon 2.00	12 July	Opening of the ‘Bee Hotel’ at the Pound	Mayor
Thurs 9.30	15 July	Meet and Greet Judges – Sevenoaks in Bloom	Mayor

Day & Time	Date	Organisation & Event/Venue	Attending
Sat 3.00	17 July	Chairman of Sevenoaks D C – Civic Service at St Luke’s Church, Eardley Road	Mayor, Deputy Mayor & Cllr Richard Parry
Sat 7.30	17 July	The Lydian Orchestra Concert at St Peter & St Paul Church, Tonbridge	Mayor & Mr & Mrs Ken Clarke
Thurs 7.30	22 July	Mayor of Dartford – Evening at Eifes Turkish Restaurant	Mayor & Guest
Sun 9.00	25 July	Official Opening of the Bat and Ball Centre	Mayor
Wed 10.30	28 July	Mayor of Maidstone’s Scenic Cruise	Mayor & Guest
Thurs 12.30	29 July	Unveiling of the National Railway Heritage Awards Plaque	Mayor
Thurs 1.30	29 July	Chairman SDC – From Commune to Consummate at St Julians lu8b	Mayor & Guest
Sun s.00	1 Aug	Mayor of Ashford – Civic Service	Deputy Mayor & Cllr Richard Parry
Wed 12.00	4 Aug	Tour of Wildernesse House and Lunch in Pavilion Restaurant	Mayor
Sat 7.00	7 Aug	Mayor of Bexley – Charity Appeal Launch BBQ	Mayor & Guest
Thurs 7.00	12 Aug	Mayor of Dartford – Come and Meet the Mayor	Mayor & Guest
Fri 11.00	13 Aug	Peppercorn Rent Ceremony	Mayor
Tues 11.00	17 Aug	Free Family Fun Day at Greatness Recreation Ground	Mayor
Wed 2.00	18 Aug	Lady Mayoress of Canterbury – Afternoon Tea at Tower House	Mayor & Guest
Fri 3.00	20 Aug	Mayor Sandwich – Garden Party	Mayor & Guest
Thurs 12.00	26 Aug	Boxing 4 Parkinson’s & Dementia Road Show at the Vine Gardens	Mayor
Thurs 2.00	26 Aug	Greatness Recreation Ground – Alice in Wonderland	Mayor
Fri 6.00	27 Aug	Mayor of Swanley – 1812 Night	Mayor & Guest
Sun 2.00	29 Aug	Chairman of Tandridge District Council – Reception, Tea with Music	Mayor & Guest
Mon 3.00	30 Aug	Live on the Vine – West End Stars- Magical Musicals	Mayor
Fri 10.00	3 Sept	Merchant Navy Day – Flag Raising ceremony at the Vine Flagpole	Mayor
Fri 12.00	3 Sept	Non Visible Disability Initiative at Rochester Cathedral	Mayor
Sun 12.00	5 Sept	Mayor of Tenterden – Civic Service	Deputy Mayor & Cllr. Richard Parry
Sat 6.00	11 Sept	Annual General Meeting of Sevenoaks District scout Council	Mayor
Wed 2.30	15 Sept	Tea Dance at the Bat and Ball Centre	Mayor
Tues 10.00	21 Sept	Wildernesse Golf Club – Present Awards	Mayor
Wed 9.45	22 Sept	Sevenoaks Business Show at the Bat and Ball Centre	Mayor
Sat 2.30	25 Sept	Open the Sevenoaks Literary Festival at the Kippington Centre	Mayor
Sat 3.45	25 Sept	Celebrate the completion of the new building and the work of Jean Sowten BEM over the last 30 years	Mayor
Mon 10.00	27 Sept	Opening of the Bug Hotel at the Bat and Ball Centre with children from the Sevenoaks Day Nursery	Mayor

Day & Time	Date	Organisation & Event/Venue	Attending
Wed 7.30	29 Sept	Sevenoaks Counselling – Annual Open Meeting	Mayor
Thur 10.30	30 Sept	Visit to Rockdale and tour of their garden	Mayor
Sat 2.00	2 Oct	Alumnae Reunion	Mayor
Thur 11.00	7 Oct	Sevenoaks District Seniors Action Forum – Silver Day Celebrations	Mayor
Thur 12.30	7 Oct	Chairman SDC – Visit to Eagle Heights	Deputy Mayor & Councillor Richard Parry
Fri 11.00	8 Oct	Justice Service for the County of Kent at Rochester Cathedral	Mayor & Linda Larter
Fri 5.00	8 Oct	Greatness Recreation Ground Consultation	Mayor
Tues 7.30	12 Oct	Presentation for Sevenoaks Soroptimists at Rockdale	Mayor
Wed 1.30	13 Oct	Chairman SDC – Visit to Coblands Garden Centre	Mayor & Mrs Gail Clark
Fri 6.30	15 Oct	Penny Wood Tours In Bloom Awards at the Bat and Ball Centre	Mayor
Sun 4.00	17 Oct	Sevenoaks Symphony Orchestra – Concert at the Stag Theatre	Mayor
Wed 10.00	20 Oct	Chamber of Commerce Annual General Meeting via Zoom	Mayor
Thur 12.00	21 Oct	Join the Soroptimists at the Vine for the dedication of their tree planted for their Centenary year	Mayor
Thur 7.00	21 Oct	Join the Mayor of Tunbridge Wells at the Simla Cuisine restaurant, Paddock Wood.	Mayor
Fri 10.15	22 Oct	Mayor of Ashford – visit to the Big Cat Sanctuary	Mayor & Guest
Sat 10.00	30 Oct	Placing of Poppies on the Vine Railings in commemoration of the end of WW! In 2018	Mayor
Sat 6.30	30 Oct	Kentish Opera performance of The Pirates of Penzance at the Stag Theatre	Mayor
Sun 1.00	31 Oct	Judging the Halloween Fancy Dress Competition at The Vine	Mayor
Sun 8.00	31 Oct	Elaine Delmar concert at Walthamstow Hall School	Mayor
Wed 2.00	3 Nov	M S Society social gathering in the John London Hall at the Bat & Ball Centre	Mayor
Wed 6.00	3 Nov	Welcome the newly Elected Youth Councillors to their first meeting	Mayor
Thurs 7.00	4 Nov	SDC Chairman’s convivial evening at the Bricklayers Arms, Chipstead.	Mayor & guest
Sat 5.30	6 Nov	Sevenoaks Round Table Fireworks - Lead the procession from the High Street to the Venue	Mayor
Wed 7.30	10 Nov	Sevenoaks Society - Annual General Meeting via Zoom	Mayor
Thur 10.50	11 Nov	Armistice Day – Lay Crosses on the War Graves at Greatness Cemetery	Mayor
Sat 10.30	13 Nov	Vegan Market in the Vine Gardens	Mayor
Sun 10.30	14 Nov	Remembrance Day Service and Parade at the Vine War Memorial	Mayor

Day & Time	Date	Organisation & Event/Venue	Attending
Sun 2.00	14 Nov	Remembrance Day Service and Parade at the War Memorial, St Mary's Church, Swanley.	Mayor
Thur 7.00	18 Nov	Mayor of Gravesham – Charity Chinese Meal	Mayor & Guest
Fri 7.00	19 Nov	Mayor of Tonbridge & Malling - Quiz Night	Deputy Mayor & Cllr Parry
Sat 7.00	20 Nov	Lions Club of Sevenoaks – Dinner at Wildernesse Golf Club	Mayor & Guest
Mon 4.00	22 Nov	Dorothy Parrott Trustees Meeting in the Chamber	Mayor & Deputy Mayor
Mon 7.00	22 Nov	Town Council Meeting	Mayor
Tues 2.00	23 Nov	Mayor of Maidstone – Guided Tour of The Maidstone Distillery and Gin Tasting	Deputy Mayor & Cllr Richard Parry
Wed 1.15	24 Nov	Unveiling of Hope, the Lego Suffragette at the Stag	Deputy Mayor & Cllr Richard Parry
Wed 2.00	24 Nov	Mayor of Faversham – Visit to the newly opened Kent Police Museum and afternoon tea	Mayor & Guest
Wed 7.00	24 Nov	Mayor of Tunbridge Wells – Another Munch and Mingle at the Black Horse in Pembury.	Mayor & Guest
Fri 6.00	26 Nov	Christmas Lights Switch-on	Mayor & Cllrs
Sat 7.30	27 Nov	Sevenoaks Philharmonic Choir - Concert at St Nicholas Church	Mayor
Wed 11.00	1 Dec	National Tree Week Plant/Dedicate 5th Oak Tree in a group on Sevenoaks Common close to Letter Box Lane	Mayor
Sun 12.30	5 Dec	Mayor of Tenterden – Christmas Lunch at the Montalbano restaurant Tenterden	Mayor & Guest
Mon 7.00	6 Dec	Town Council Christmas Meeting	Mayor
Tues 1.00	7 Dec	Call in and say a few words to the Staff at their Christmas gathering	Mayor
Thur 9.30	9 Dec	Open Day at West Heath School	Mayor
Sun 12.00	12 Dec	Sevenoaks Hockey Club – President's Cocktail Party	Mayor
Sun 6.00	12 Dec	Mencap – Carols, Mulled Wine and Mince Pies Evening	Mayor
Mon 10.00	13 Dec	Judging Best Dressed Window with Chamber of Commerce	Mayor
Wed 7.00	15 Dec	Westerham Sea Cadets – Awards Evening at Westerham Hall	Deputy Mayor & Cllr Richard Parry
Sat 7.30	18 Dec	Lydian Orchestra – Christmas Concert in the Pamoja Hall	Mayor & Guest
Mon 12.30	20 Dec	Alms Houses - Lunch at Sevenoaks School	Mayor

Day & Time	Date	Organisation & Event/Venue	Attending
		Cancelled	
Tue 10.00	21 Dec	Presenting prizes for Best Dressed Window	Mayor
Friday 11.15 pm	24 Dec	Christmas Eve Midnight Service at St Nicholas Church	Mayor
Wed 6.00	12 Jan	Open Photographic Exhibition at the Kaleidoscope Gallery	Mayor
Thurs 7.00	13 Jan	Mayor of Bromley – Charity Appeal Dinner	Mayor & Guest
Sat 12.00	15 Jan	Meet the Artist Oliver Barrett who will be talking about his new sculpture at Blighs	Mayor
Sun 12.00	16 Jan	Sevenoaks Quakers – Talk on Community & Environment	Mayor
Tues 6.45	18 Jan	Mayor of Tonbridge – Starters & Puds	Mayor & Jill Webster
Sun 4.45	23 Jan	Chance to Dance performance at the Stag Theatre	Mayor & Deputy Mayor
Tues 5.15	25 Jan	Mayor of Bexley – Charity Greyhound Evening	Deputy Mayor & Cllr Richard Parry
Wed 11.00	26 Jan	New Building Opening Ceremony – Tunbridge Wells Grammar School for Boys	Mayor
Fri 7.00	28 Jan	The Chairman of the Shrievalty Association & The Sheriff of Canterbury - Annual Shrievalty Dinner	Mayor
Tues 6.30	1 Feb	Sevenoaks Pharmacy – Thank you reception for volunteers who helped during the pandemic	Mayor & Cllr Clayton
Thur 11.00	3 Feb	Rockdale Care Home – Planting an Amelanchier Tree donated by a resident for the Adopt a Tree Campaign	Mayor
Fri 10.00	4 Feb	Visit to Chartwell to meet Japanese Ambassador , plant a cherry tree, tour of the house followed by lunch	Mayor
Mon 2.00	7 Feb	Visit to Solefields School – Plant a tree and meet with the ECO committee	Mayor
Tue 4.00	8 Feb	Meeting in the Town Council Chamber to discuss the Queen’s Platinum Jubilee	Mayor
Thus 12.00	10 Feb	Mayor of Medway – Visit to Copper Rivet Distillery	Mayor & Guest
Fri 9.30	11 Feb	Zoom Meeting with Ed Grobel and pupils at St John’s Primary School	Mayor

Day & Time	Date	Organisation & Event/Venue	Attending
Sun11.00	13 Feb	Sevenoaks Powerchair Football Match at the Sennoke Centre at Sevenoaks School	Mayor
Tues 7.15	15 Feb	Mayor of Bexley – Chinese New Year Evening	Mayor & Cllr Michaelides
Wed 2.00	16 Feb	Sevenoaks Family Fun Day at the Vine Gardens	Mayor
Thurs 6.00	17 Feb	My Mind’s Eye Photography Exhibition at the Kaleidoscope Gallery	Mayor
Sat 5.30	19 Feb	Kent International Piano Courses at Tonbridge School.	Mayor
Thurs 1.00	24 Feb	Visit Sevenoaks School to discuss and observe students’ ways to strengthen their partnership with the local community	Mayor
Fri 7.00	25 Feb	Mayor of Dartford – Race Night	Mayor
Sun 1.00	27 Feb	Pancake Race at the Vine Gardens	Mayor
Thurs 6.30	3 Mar	Mayor of Faversham – Brewery Tour and Dinner	Mayor & Guest
Sun 10.30	6 Mar	Sevenoaks Young Musician of the Year Competition at Walthamstow Hall Senior School	Mayor
Tues 12.00	8 Mar	International Women’s Day Lunch at the Bat & Ball Centre	Mayor
Fri 2.00	11 Mar	Planting of Plum Tree sat the Bat & Ball Centre – The Queens Green Canopy – NACO Initiative	Mayor
Tues 1.30	15 Mar	Mayor of Bromley – Tour of Down House former home of Charles Darwin	Mayor
Tues 7.30	15 Mar	Mayor of Medway – Charity Theatre Night at the Oasthouse Theatre, Rainham.	Mayor & Guest
Wed 7.45	16 Mar	Live interview with Radio Kent Breakfast Show	Mayor
Wed 10.30	16 Mar	Guide Dogs for the Blind – Blindfold walk through Sevenoaks	Mayor
Wed 12.30	16 Mar	Soroptimist International – President’s Lunch at St Julian’s Club	Mayor
Wed 6.00	16 Mar	Launch of the iOS and Android app for the TN Card	Mayor
Wed 11.00	23 Mar	Mayor of Gravesham – Visit to the Gurdwara	Mayor & Guest
Wed 7.30	23 Mar	Sevenoaks Welcomes Refugees Spring Meeting at the Vine Evangelical Church	Mayor
Sun 7.30	27 Mar	Sevenoaks Philharmonic Choir & Concert at the Pamoja Hall, Sevenoaks School	Mayor

Day & Time	Date	Organisation & Event/Venue	Attending
Mon 9.00	28 Mar	Visit to Halstead Primary School to kick off their Science Week.	Mayor
Mon 5.00	28 Mar	Darent Valley Community Rail Partnership – Launch of Darent Valley Line Posters	Mayor
Wed 2.30	30 Mar	Mayor of Tonbridge – Garden Party at Bradbourne House, East Malling	Mayor
Sun 5.00	3 Apr	The Lydian Orchestra – Concert at the Judd School Tonbridge	Mayor
Wed 10.45	6 Apr	Mayor of Medway – Civic Day Out in Rochester	Mayor & Clare Cheveley
Wed 11.00	6 Apr	Skate Park Fun Day at Greatness	Deputy Mayor
Thur 10.00	7 Apr	Family Fun Day at Bat and Ball Centre	Mayor
Thur 7.00	7 Apr	Mayor of Bromley – Wine Tasting	Mayor & Jill Webster
Fri 1.00	8 Apr	Friends of Pontoise – New Year Lunch	Mayor
Fri 6.30	8 Apr	Mayor of Maidstone – American Song Book	Mayor & Valerie Haynes
Sat 11.00	9 Apr	Vegan Market at the Vine	Mayor

This page has been left blank intentionally

This page has been left blank intentionally



2021 – 2022

The Mayor of Sevenoaks Councillor Dr Merilyn Canet Provisional Dates for Mayoral Events

<p>May/June 2021</p> <p>26th June Armed Forces Day</p>	<p>July 2021</p> <p>5th July NHS & Frontline Workers Day</p>	<p>August 2021</p>
<p>September 2021</p> <p>3rd September Merchant Navy Day</p>	<p>October 2021</p>	<p>November 2021</p> <p>11th November Armistice Day</p> <p>14th November Remembrance Day</p> <p>Tree Planting</p>
<p>December 2021</p>	<p>January 2022</p>	<p>February 2022</p>
<p>March 2022</p> <p>8th March International Women’s Day Lunch</p> <p>14th March Commonwealth Day</p> <p>26th March Quiz Night</p>	<p>April 2022</p> <p>20th April Tour of Knole House</p> <p>27 April End of Term Reception</p> <p>29th April Outdoor Bowling Match</p>	<p>May 2022</p> <p>4th May Luncheon at Chevening</p>