

**Sevenoaks Town Council**  
**Minutes of the Town Council Meeting held on 24th April 2023**  
**in the Council Chamber, Town Council Offices, TN13 3QG**

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

<https://youtube.com/live/iYgvj4QhKWU>

**Meeting Commenced:** 7.00 p.m.

**Meeting Concluded:** 7:16 p.m.

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

**In Attendance:** Town Clerk, Responsible Finance Officer and Senior Committee Clerk

**Also Present:** Cllr Richard Streatfeild, Sevenoaks District Council & Kent County Council

**Representations received from Members of the Public:**

Cllr Richard Streatfeild gave an update on the financial difficulties being faced by Kent County Council and the severe pressure this was putting on service delivery.

**28 Apologies for Absence:** as shown above

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

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

**31 Minutes of the Meeting of Sevenoaks Town Council held on 27<sup>th</sup> February 2023**  
**RESOLVED:** to accept and sign the Minutes of the Meeting of Sevenoaks Town Council held on 27<sup>th</sup> February 2023 as a true record.

**32 Minutes of Committees**

**32.1 Finance & General Purposes Committee**

**RESOLVED:** To receive and adopt the minutes of the meetings of the Finance & General Purposes Committee held on 16<sup>th</sup> January and 27<sup>th</sup> February 2023 as true records.

**32.2 Planning Committee**

**RESOLVED:** To receive and adopt the minutes of the meetings of the Planning Committee held on 6<sup>th</sup> March, 20<sup>th</sup> March, 3<sup>rd</sup> April and 17<sup>th</sup> April 2023 as true records.

**32.3 Youth Services Committee**

**RESOLVED:** To receive and adopt the minutes of the meeting of the Youth Services Committee held on 22<sup>nd</sup> March 2023 as a true record.

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**32.4 Personnel Committee**

**RESOLVED:** To receive and adopt the minutes of the meeting of the Personnel Committee held on 27<sup>th</sup> March 2023 as a true record.

**33 Delegated Powers**

It was agreed that between the Sevenoaks Town Council elections on 4<sup>th</sup> May 2023 and the first meeting of the new Town Council on 15<sup>th</sup> May 2023, a power of Delegation to the Town Clerk be approved, in addition to operational current delegated powers, to enable urgent and emergency decisions if required.

**RESOLVED:**

- 1) To agree emergency measures that between 4th and 15th May 2023 the Town Clerk (and Deputy Town Clerk) shall have delegated authority under s.101 of the Local Government Act 1972 to make decisions on behalf of the Council where such decision cannot be reasonably deferred and must be made in order to comply with a commercial or statutory deadline. This will be carried out where possible by consultation with members by electronic means or telephone. The Town Clerk will further consult with the Mayor and Deputy Mayor for guidance as necessary. The delegation does not extend to matters expressly reserved to the council in legislation or in its Standing Orders or Financial Regulations. Any decision made under this delegation must be recorded in writing and must be published in accordance with the relevant regulations.
- 2) To note that to meet statutory deadlines for planning applications the Town Clerk will liaise with the elected Ward Councillors prior to submitting recommendations.

**34 Draft Meeting Schedule 2023/2024**

**RESOLVED:** To receive and approve the draft Meeting Schedule for 2023/2024.

**35 Mayor's Engagements**

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

- a) the functions attended and planned to attend by the Mayor or her representative up to 30<sup>th</sup> April 2023; and
- b) the forthcoming Civic Events being organised by the Mayor during 2022-23

**36 Press Release**

It was agreed that a Press Release be issued reminding residents that copies of the Sevenoaks Town Neighbourhood Plan (STNP) and Summary document were available for collection at various locations.

There being no further business the Mayor closed the meeting.

Signed .....

Mayor

Dated .....