

**Sevenoaks Town Council**  
**Minutes of the Town Council Meeting held on 22<sup>nd</sup> July 2024**

**In the Council Chamber, Town Council Offices, TN13 3QG**

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

<https://youtube.com/live/d78nB2xlez0?feature=share>

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

**Meeting Concluded:** 7.05 p.m.

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

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

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

**Longspring Woods**

Prior to the meeting the Mayor signed the conveyancing documents for the purchase of Longspring Woods, an Asset of Community Value, purchased by the Town Council on the grounds that it furthered the social wellbeing and recreational interests of the community.

**211 Apologies for Absence:** as shown above.

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

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

**214 Minutes of the Meeting of Sevenoaks Town Council held on 10<sup>th</sup> June 2024**

**RESOLVED:** to accept and sign the minutes of the of Sevenoaks Town Council held on 10<sup>th</sup> June 2024 as a true record.

**215 Minutes of Committees**

**215.1 Planning & Environment Committee**

**RESOLVED:** To receive and adopt the minutes of the meetings of the Planning & Environment Committee held on 17<sup>th</sup> June, 1<sup>st</sup> July and 15<sup>th</sup> July 2024 as true records.

**215.2 Finance & Delivery Committee**

**RESOLVED:** To receive and adopt the minutes of the meeting of the Finance & Delivery Committee held on 10<sup>th</sup> June 2024 as a true record.

**215.3 Community & Wellbeing Committee**

**RESOLVED:** To receive and adopt the minutes of the meeting of the Community Wellbeing Committee held on 24<sup>th</sup> June 2024 as a true record.

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**216. Amendment to Standing Orders: Financial Regulations**

At the meeting held on 10<sup>th</sup> June 2024, the Town Council recommended amendments to the Standing Orders in relation to updated financial regulations [*Minute 162 refers*]. In line with the Town Council’s Standing Orders any changes needed to be ratified by two Council meetings, this was the second meeting for consideration.

**RESOLVED** that: Sevenoaks Town Council Standing orders, as amended and attached at Appendix A, be approved and adopted.

**217 Councillor Reports: Town Council Representatives on External Organisations**

None received at this meeting.

**218 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 12<sup>th</sup> July 2024.
- b) the forthcoming Civic Events being organised by the Mayor during 2024-25.

**219 Press Release**

It was agreed to issue a press release on the signing of the conveyancing documents for the purchase by the Town Council of Longspring Woods.

There being no further business the Mayor closed the meeting.

Signed .....  
Mayor

Dated .....