

**Minutes of the Town Council Meeting held at Sevenoaks Town Council Offices,
On Monday 6th October 2014 at 7.00 p.m.**

Present: Cllr S L Arnold (Deputy Mayor), Cllr N J L Busvine OBE, Cllr J M Canet, Cllr C L L Baker, Cllr G R S Clack, Cllr A S Clayton, Cllr A Eyre, Cllr R H Hogarth, Cllr Mrs M A London, Cllr R J Parry, Cllr P C Walshe

In Attendance: Town Clerk, Assistant Town Clerk, Committee Clerk

205. Apologies for Absence: Cllr Mrs M E Crabtree, Cllr R L Piper, Cllr S Raikes (Mayor), Cllr P E Towell

Prior to the commencement of the meeting

1. *An informal meeting took place between Richard Wilson from Sevenoaks District Council and Town Councillors in relation to the proposed temporary car parks at the Vine Waste and Knole Paddock.*
2. *The Deputy Mayor presented certificates to the voluntary organisations who assisted the Town Council in obtaining a South East in Bloom Silver Gilt Award.*
3. *Members of the public were invited to ask questions of the Council. Cllr Hogarth congratulate all of those who had been involved in arranging a successful Pink Street Party at the weekend and reported that he would be representing Sevenoaks at a Association of Town and City Management conference in Malmo during the week.*

In the absence of the Mayor the Deputy Mayor Chaired the Meeting.

206. Requests for Dispensations

There were no requests for dispensations.

207. Declarations of Interest

There were no Declaration of Interests.

208. Minutes of the Town Council Meeting held on 30th June 2014

RESOLVED: To accept and sign the Minutes of the Meeting as a true record.

209. Planning Committee

RESOLVED: To receive, note and adopt the Minutes of the Planning Committee held on 7th, 21st July 2014, 18th August 2014, 1st, 15th, 29th September 2014.

210. Recommendation from Planning Committee held on 15th September 2014 Minute 176

reference temporary car parks on Town Council land at the Vine Waste and Knole Paddock

Correspondence and information received from Richard Wilson at Sevenoaks District Council was considered.

RESOLVED: To permit Sevenoaks District Council to have a temporary car park on Town Council land at the Vine Waste and Knole Paddock during the construction of the Buckhurst 2 car park subject to the following matters being addressed as per correspondence circulated to Town Councillors:-

- i) Protection of tree roots
- ii) Provision for SDC long stay permit holders
- iii) SDC to address all legal considerations at its cost
- iv) SDC to pay Business Rates if applicable
- v) Agreement with the Town Council regarding any surfacing required and reinstatement.
- vi) SDC to submit a full planning permission application for each site to include a transport statement.
- vii) Town Council to receive reasonable financial remuneration for facility.
- viii) Both temporary car parks to be included within SDC's parking order and enforcement protocol.

211. Finance & General Purposes Committee

RESOLVED: To receive, note and adopt the Finance & General Purposes Committee Minutes of 8th September 2014.

212. Open Spaces & Leisure Committee

RESOLVED: To receive, note and adopt the Open Spaces and Leisure Committee Minutes of 14th July and 22nd September 2014.

213. Openness of Local Government Bodies Regulations

Town Councillors received and considered a report relating to the implications of the new legislation and impact on its Standing Orders.

The legislation would impact the Town Council in three ways i) Recording of Officer Decisions outside meetings, ii) transparency of financial information and iii) public's ability to record meetings.

A report would be presented to the next Finance & General Purposes Committee on the first two items.

A recommendation was provided to the meeting for a change to Standing Orders and a protocol in relation to the recording of meetings.

It was proposed and seconded to adopt the recommended wording for amendments for Standing Orders and the protocol for recording of meetings.

A proposal was put forward and seconded for an amendment to the wording in the protocol to be amended. This was put to the vote and agreed.

RESOLVED:

- i) To serve one meeting notice to modify Standing Order 1 (m) be adopted at the next Town Council meeting as per following:-

Reporting the proceedings of a meeting as defined by the Openness of Local Government Bodies Regulations 2014 is permitted subject to members of the public and press having not been excluded under Standing Order 1 (c) and that reporting is carried out in a manner which does not disrupt the transaction of business at the meeting. For the avoidance of doubt, the right to report on the proceedings of meetings does not override standing orders 10 (a,b,c). Those exercising their right to report on the proceedings of a meeting are requested to comply with Sevenoaks Town Council's Protocol for the recording of meetings.

- ii) Item 4 of Sevenoaks Town Council's Protocol for the recording of meetings to read – The right to record is limited to the duration of the meeting. Members of the public may request that their representation during public question time may not be recorded.

- iii) To adopt the Sevenoaks Town Council's Protocol for the Recording of Meetings as per Appendix to these Minutes.

214. Complaint

The findings of the Complaint Hearing held on 3rd June 2014 and new procedures introduced relating to Mr Metcalf's complaint were noted.

215. Mayor's Engagements 2014 to date

RESOLVED: The functions attended by the Mayor, Deputy Mayor or their representatives from 1st July to 30th September 2014 and to note the forthcoming Civic Events being organised by the Mayor during 2014 / 2015 be received and noted.

216. Press Release

RESOLVED: To produce a press release relating to the presentations at the meeting for volunteers involved in the South East in Bloom competition.

Resolved under the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for the following item by reason of the confidential nature of the business.

217. Raleys Development

A report from the Town Clerk was received and considered in relation to the recommendation of the professional team for the sale and appointment of a developer for Raleys and for a Blue Skies Meeting.

It was noted that ten bids had been received for the sale of the land at Raleys these had been considered by the professional team on the criteria – financial value, prospects of obtaining planning permission, compliance with Knole Trustee requirements.

Documentation relating to all ten bids had been made available for all Town Councillors to view.

RESOLVED: It was unanimously agreed to commence negotiations for the sale of land subject to planning permission and development of Raleys Land to the recommended developer as per report. Negotiations to initially remain confidential due to the commercial nature of the project.

There being no further business the Deputy Mayor closed the Meeting at 8.05 p.m.

Signed
Mayor

Dated