

Sevenoaks Town Council
Minutes of the Town Council Meeting held on 20th January 2020
Held in the Council Chamber

Meeting Commenced: 8.02 p.m.

Meeting Concluded: 8.11pm

Present:

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

In attendance: Town Clerk, Senior Committee Clerk

Public Question Time: There were no members of the public present.

The meeting was recorded.

452. Apologies for Absence

- i. Apologies for absence were submitted as noted above.
- ii. **Councillor Rachel Parry Long Term Apology for Ill Health**
RESOLVED: That, in accordance with the Local Government Act 1972 S85(1) and (2), apologies for long term absence due to ill health be accepted from Cllr Rachel Parry.

Council members asked that their best wishes for a speedy recovery be passed to Cllr Rachel Parry.

453. Requests for Dispensations

There were no requests for dispensations.

454. Declarations of Interest

There were no Declarations of Interests.

455. Minutes of the Town Council Meeting held on 9th December 2019.

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

456. Minutes of the Planning Committee Meeting held on 16th December 2019

RESOLVED: To receive and adopt the Minutes as a true record of the meeting.

457. Precept 2020/21

Council noted that the recommendation had unanimously been agreed at the meeting of the Finance and General Purposes Committee held prior to this Council meeting.

RESOLVED:

- 1) That the Town Council set a Precept of £1,215,276 for 2020/2021, which is a 5.89% increase on the previous year, and a Band D equivalent household rate of £125.41, approximately £2.41 per week
- 2) That a 5-year financial plan be produced, to include:
 - i. 5-year maintenance and management earmarked reserve to underpin Heritage Lottery Fund Bat & Ball Station project
 - ii. Programme to increase general reserves
 - iii. Costs relating to Climate Change priority
 - iv. Future Town Council priorities
 - v. Review of Salaries against market rates
 - vi. Review of Fees and Charges (in particular, the cemetery)
 - vii. Business Plan for the new Community Centre to work towards meeting repayments of the Public Works Loan Board loan
 - viii. Review of the funding of Rolling Capital Projects

458. Meetings Schedule 2020/21

The Council received the proposed schedule of meetings for 2020/21. It was noted that the Planning meeting scheduled for Tuesday 5th May had been moved back to Monday 4th May following the decision to move the Bank Holiday to Friday 8th May to mark the 75th anniversary of VE Day.

RESOLVED: That the schedule of Meetings 2020/21 (Attached as **Appendix A**) be adopted and where possible notified on Councillors' electronic diaries.

459. Mayors Engagements

Council noted the functions attended by the Mayor or his representative during December 2019 and the forthcoming Civic Events being planned by the Mayor during 2019/2020.

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

460. Press Release

Press Release to be issued regarding the Precept for 2020/21

There being no further business the Chairman closed the Meeting.

Signed

Chairman

Dated

MEETINGS SCHEDULE 2020/21

Approved - Council 2020 01 20

MAY 2020		
Mon 04	Planning (Moved back to Monday from 5 th as no longer Bank Holiday)	
Fri 08	Bank Holiday (moved from 4 th for VE Day anniversary)	
Mon 11	Annual Town Council	
Mon 18	Planning	
Mon 25	Bank Holiday - WHITSUN	
JUNE 2020		
Mon 01	Planning	
Tues 02	STAG Trustees	
Mon 08	F&GP	Town Council
Mon 15	Planning	
Wed 17	STP	
Mon 22	CIC	
Mon 29	Planning	
JULY 2020		
Wed 01	YC	YSC
Mon 06	OSL	
Mon 13	Planning	
Mon 20	No meeting	
Tues 21	STAG Trustees	
Mon 27	Planning	
AUGUST 2020		
Mon 03	F&GP	Town Council
Mon 10	Planning	
Mon 17	CIC	
Wed 19	STP	
Mon 24	Planning	
Mon 31	Bank Holiday	
SEPTEMBER 2020		
Mon 07	Planning	
Wed 09	YC	YSC
Mon 14	F&GP Grants	
Mon 21	Planning	
Mon 28	OSL	
OCTOBER 2020		
Thur 01	SCAC AGM & STAG Trustees	
Mon 05	Planning	
Wed 07	STP AGM – Bat & Ball Station	
Mon 12	CIC	
Mon 19	Planning	
Mon 26	Personnel	
NOVEMBER 2020		
Mon 02	Planning	
Wed 04	YC	YSC
Mon 09	OSL	
Mon 16	Planning	
Mon 23	F&GP Estimates	Town Council
Mon 30	Planning	
DECEMBER 2020		
Mon 07	Town Council – Christmas	
Mon 14	Planning	
Wed 16	STP	
Mon 21	Planning	
Mon 28	STC Offices closed	

JANUARY 2021		
Mon 4	No meeting	
Tues 5	STAG Trustees	
Mon 11	Planning	
Wed 13	YC	YSC
Mon 18	F&GP Precept	Town Council
Mon 25	Planning	
FEBRUARY 2021		
Mon 01	CIC	
Mon 08	Planning	
Mon 15	OSL	
Mon 22	Planning	
Wed 24	STP	
MARCH 2021		
Mon 01	F&GP Grants	Town Council
Tues 02	STAG Trustees	
Mon 08	Planning	
Mon 15	Annual Town Mtg – Bat & Ball Centre tbc	
Wed 18	SCC User Group	
Mon 22	Planning	
Wed 24	YC	YSC
Mon 29	Personnel	
APRIL 2021		
Fri 02	Bank Holiday – GOOD FRIDAY	
Mon 05	Bank Holiday – EASTER MONDAY	
Tues 06	Planning	
Wed 07	STP	
Mon 12	Town Council	F&GP
Mon 19	Planning	
Mon 27	No meeting	
MAY 2021		
Mon 03	May Day Bank Holiday	
Tues 04	Planning	
Thur 06	STAG Trustees	
Mon 10	Annual Council Meeting	
Mon 17	Planning	
Wed 19	YC	YSC
Mon 24	No meeting	
Mon 31	May Bank Holiday – WHITSUN	
JUNE 2021		
Tues 01	Planning	

Community Centre User Group - Bar Room, TN14 5DN
Annual Town Meeting – Bat & Ball Centre 6.00pm
F&GP 7pm - Finance & General Purposes Committee
Town Council Meetings in Council Chamber at conclusion of F&GP meetings
STP 6:30pm - Sevenoaks Town Partnership
OSL 7pm - Open Spaces & Leisure Committee
CIC 7pm - Community Infrastructure Committee
Stag Trustee meetings - 7pm in the Stag Bar - except as marked in the Stag Plaza