Minutes of Full Council Meeting held on Monday 26 April 2021, 7.00 pm
Remote meeting via Zoom

Present: Councillors Allgood, Baker, De Bono, Evans (Chair), Fribbens, Jones, Maybury, Miller and Powell
Attendance: Amanda Barlow (Clerk) and 4 members of the public
Apologies: Cllr Banbrook.
Absent: None.

1. To receive apologies and reasons for absence.
   Cllr Banbrook gave apologies due to personal reasons.
2. To receive declarations of personal, prejudicial and disclosable pecuniary interests on items on the agenda and updates to members' register of interests.
   Cllr Maybury advised that he is a neighbour of Mr & Mrs Wiltshire.
3. To approve as a correct record the **Minutes** (enclosed) of the Parish Council meetings held on:
   3.1 15 March 2021.
   The minutes were signed as a true and accurate record.
   3.2 29 March 2021
   The minutes were signed as a true and accurate record.
4. **To take Matters arising** from the Minutes where these are not covered under the subject headings below
   None.
5. **A Public Open Session**. Members of the public will be welcome to address the Parish Council with any local concerns they have. Please note this item will be limited in time at the discretion of the Chairman.
   Mr McGinn from Ide Hill Football Club has contacted, on two occasions, Mr Connolly from SUJFC to talk about working together but has had no response. He asked what the likely length of the tender period and the Clerk advised that she would let him know. Cllr Powell asked Mr McGinn about the 3G pitch and he explained the 3 year plan for obtaining the pitches for Ide Hill Football Club. Mr & Mrs Wiltshire explained about the parking along Sundridge Road. The road is only 12 feet wide between their house, Wheelwrights and the house opposite. Vehicles are eroding the banks on both sides of the road. The Clerk advised Mr & Mrs Wiltshire the Parish has a new Highways Steward and that she will send the link to report issues directly to Highways.
6. To consider, and approve if appropriate, which agenda items are sufficiently confidential as to warrant exclusion of members of the press and public under the provisions of The Public Bodies (Admission to Meetings) Act 1960
   Members resolved to discuss Agenda item 8.1 and 9.1.1 in confidence.
7. **Finance items for noting and decision**
   7.1 To note the budget for 2020/21
   Noted.
   7.2 To note the bank statement
   Noted.
   7.3 To approve the items payable and paid
   Members resolved to approve the items payable and paid as at Appendix A.
   7.4 VAT
   Noted.
8. **Items for decision and allocation of resources if necessary.**

Members agreed to discuss Agenda 8.1 at the end of Agenda.

8.2 To discuss and agree the next actions with regard to Sundridge Village Hall
8.2.1 Doors
Members resolved that the panic bars and locks on the front door at the Village Hall should be replaced at cost of up to £870. (Action: Cllr Powell and Clerk).
8.2.2 Car park
Members agreed that Cllr Powell and Cllr Evans would meet with the welder to discuss other options.
8.2.3 External appearance
Cllr Powell and Cllr Evans agreed to look at options to improve the appearance of the village hall from the pavement.

8.3 To discuss and agree the next actions with regard to Coronation Gardens

8.3.1 Handrail

Members agreed to not go ahead with the handrail.

8.3.2 Bar-b-Que

Members agreed not to continue with this project.

Members resolved to purchase a flagpole at a cost of up to £100 on Coronation Gardens and to fly a Union flag on the pole. Members agreed that a Flagpole Committee should be formed to ensure the flag is flown correctly.

8.4 To agree the Terms of Reference for the Committees and elect a Chair of the Amenities Committee

Members resolved to agree the Terms of Reference for the Committees as presented.

Members resolved to elect Cllr Allgood as Chair of the Amenities Committee. Members resolved to elect Cllrs Allgood and Maybury as join Chairs of the Finance & Personnel Committee.

8.5 To adopt minutes of the Planning Committee Meeting minutes of 29 March 2021

Members resolved to adopt the minutes of the Planning Committee held on 29 March 2021.

9.0 Items for discussion and noting

9.1 Reports from Working Parties

9.1.1 Stubbs Wood Working Party

Cllr Baker advised that a tender process carried out by Miller Land Management had taken place but there was not much interest in the tender and so the Management Committee agreed to instruct Miller Land Management to carry out the tender process again. However, in the interim period Japa Forestry has contacted the Council through Julian Miller offering to coppice the land and pay the Parish Council £1,500. The work would be carried out by horses. The consultant and other parties have advised that this is a very good offer. ***Members resolved that Japa Forestry should be appointed to carry out the work and that they would provide the Council with £1,500.***

Cllr Baker advised that Julian Miller has been instructed to carry out a tree survey at a cost of £860 and this will come out of 2020/21 budget.

The voluntary working party has restarted and the first RPA payment has been made.

Miller Land Management have also been appointed to remove the Japanese knotweed at a cost of £375. A resident near Stubbs Wood has offered to pay for some branches to be removed at a cost of £550 and a qualified tree surgeon will be appointed to carry out the work. ***Members agreed that he could carry out the work providing the appropriate actions were taken with Highways.***

9.1.2 Sundridge and Brasted Social Club Working Party

Noted. Cllr De Bono advised that a meeting is being set up between the Social Club and their neighbours at the weekend.

9.1.3 Ide Hill Public Conveniences

Noted. The doors are being installed on 27 April 2021 and the pay system will be operating by the bank holiday weekend. There have been some issues with drainage problems but these seem to have been solved. The hot water boiler has now been fitted. The eco lighting is a project that the Working Party will be looking at in the future.

9.2 Highways

The Clerk agreed to set up a meeting with the new Highways Steward.

9.3 Newsletter

The Clerk advised that she will be producing a newsletter for the May meeting. ***Members resolved that they would agree the costs of printing and distribution via email.***

9.4 Correspondence

9.4.1 To note general correspondence.

Noted at Appendix B.

9.4.2 Kent Police Newsletter

Noted.

9.5 Operation London Bridge

Noted.

9.6 Meeting Dates for 2021

Noted at Appendix A.

10. **Urgent Business** that occurs and requires attention before the next meeting may be reported at the Chairman's discretion.

    None.

11. **Date of next meeting Monday 17 May 2021**

    Members agreed to await until further guidance is issued as to whether the meeting will be held via zoom or in the hall.

9. **Items for decision and allocation of resources if necessary.**

8. **Items for decision and allocation of resources if necessary.**

8.1 To discuss and agree the next actions with regard to Sundridge recreation ground

8.1.1 Hirers

Members resolved to appoint solicitors to investigate the legal position of the Parish Council with regard to its relationship with a hirer and member of the public. Cllr Allgood made the proposal and the proposal seconded by Cllr Jones and the resolution was passed unanimously.

8.1.2 Tender Document

Members resolved that Cllrs Baker, Jones, Maybury, Miller and the Clerk would draw up the tender and Cllr Jones would Chair the working party.

The meeting ended at 23.06.

Appendix A

Cheque Payments up to 15 March 2021

Cheque No	Payee	Details	Total Payable	VAT	Basic Amount
1236	KALC	Courses for Clerk and Councillors 20/21	216.00	36.00	180.00
1237	Miller Land Management	Management of coppice tender	612.00	102.00	510.00
1238	J Brett	Line marking for Sundridge Rec	2,780.00	-	2,780.00
1239	GACC	Gatwick Area Conservation Campaign membership	10.00		10.00
1240	Val & Sander Reytenbach	Cleaning, SVH £50, Pavillion £100, Toilets £500	650.00		650.00
1250	Arron Services Limited	Replacement parish Laptop	1,062.00	177.00	885.00
1242	EDF Energy	Electricity for Ide Hill Toilets March 2021	53.05		53.05
1251	Streetlights	Repairs to Streetlights	117.30	19.55	97.75
			5,500.35	334.55	5,165.80

Cheque Payments up to 15 April 2021

Cheque No	Payee	Details	Total Payable	VAT	Basic Amount
1243	Jonny's Drains Ltd	Ide Hill Toilets -clear blockage	132.00	22.00	110.00
1244	KALC	Subscription for 2021-22	858.12	143.02	715.10
1245	247 Roofing Maintenance (UK) Ltd	Ide Hill Toilets - drainage problems	170.00		170.00
1246	Vision ICT	Email Accounts June 21- May 22	21.60	3.60	18.00
1247	Val & Sander Reytenbach	Cleaning Toilets £500, Rec £120, SVH £90	710.00		710.00
1248	G Barlow	Clerk's expenses	204.20		204.20

Appendix B

Correspondence 21 03 13 to 21 04 21

1. KALC - Vision Zero: The Road Safety Strategy for Kent 2020 - 2026 - deadline15 March
2. NALC CHIEF EXECUTIVE'S BULLETIN
3. The Rural Bulletin - 16 March 2021
4. Sevenoaks District Council: Sevenoaks District Council supports young carers
5. Learning and Development Opportunities from KALC
6. SDC Community Infrastructure Levy (CIL) Spending Board – 10 March 2021 – Minutes
7. SDC - Cleaner & Greener Advisory Committee – 16 March 2021 – Minutes
   Sevenoaks Joint Transportation Board – 9 March 2021 - Minutes
8. Community Connectors - 18 March 2021
9. SDC - Cabinet – 18 March 2021 – Draft Minutes
10. Sevenoaks District Council: Sevenoaks District awards £2 million for community projects
11. NALC CHIEF EXECUTIVE'S BULLETIN
12. Gatwick In Touch Newsletter Edition 2
13. Sevenoaks District Council: Sevenoaks District Council secures £25,000 in 'Smart bin' grant
14. The Rural Bulletin - 23 March 2021
15. KALC - National free webinar - crisis communications - 31 March
16. Sevenoaks District Council: Community grants help boost local charities
17. KALC CEO Bulletin - March 2021
18. Sevenoaks District Council: Blooming marvellous!
19. Hever Festival Theatre Press Release 2021
20. Community Connectors 25 March 2021
21. KALC - Help improve services for people with Long-Covid
22. Sevenoaks District Council: Funding boost for leisure
23. KALC - Government's Welcome Back Fund
24. Sevenoaks District Council: Greener homes get the go-ahead
25. Sevenoaks District Council: New planning policy for Edenbridge
26. NALC CHIEF EXECUTIVE'S BULLETIN
27. The Rural Bulletin - 30 March 2021
28. Reopening High Streets Safely and your area
29. SDC - Finance & Investment Advisory Committee – 25 March 2021 – Minutes
30. CAGNE - May Elections
31. Sevenoaks District Council: Councillors see new centre takes shape
32. KALC - ECO GREEN COMMUNITIES OFFERING ENVIRONMENTAL STATIONS TO TACKLE DOGFOULING AND LITTERING
33. SDC - Licensing Committee – 24 March 2021 – Minutes
34. SDC - Scrutiny Committee – 23 March 2021 – Minutes
35. Community Connectors - 1 April 2021
36. NALC CHIEF EXECUTIVE'S BULLETIN
37. The Rural Bulletin - 7 April 2021
38. KALC - Prevent Venue Hire Guidance
39. RSN Rural Funding Digest, including...£210 worth of funding to improve digital connectivity in rural areas and other funding opportunities
40. KALC - Vaccination Centres across Kent and Medway
41. NATIONAL CSSC Green Message - NCTPHQ UK Protect Bulletin - 8 Apr2021
42. Sevenoaks District Council: Council pays tribute to His Royal Highness, Prince Philip
43. SDC - Development Control Committee – 31 March 2021 – Minutes
44. SDC Local Plan Update
45. SDC - High street press release
46. SDC - Audit Committee – 30 March 2021 – Minutes
47. Sevenoaks District Council: Council moves forward with its Local Plan
48. The Rural Bulletin - 13 April 2021
49. SDC - Country Code/ASB Poster campaign
50. SDC - Standards Committee – 12 April 2021 – Minutes
51. KALC CEO Bulletin - April 2021
52. Community Connectors
53. Sevenoaks District Council: New funding available for businesses

54. Crossroads Care Kent - Spring 2021 Newsletter
55. SDC - Summer Family Fun Days 2021
56. The Rural Bulletin - 20 April 2021
57. SDC -Covid-19 ASB Action & Country Code Plan.

For all updates on the Covid19 pandemic visit:
https://www.nalc.gov.uk/coronavirus

Appendix C

2021-22 Parish Council Meeting Dates

Parish Council Meetings – Mondays at 7pm During the Covid19 pandemic all meetings will take place remotely via zoom	
2021	
26 April	Zoom/venue to be confirmed
17 May	Zoom/venue to be confirmed
21 June	Zoom/venue to be confirmed
19 July	Zoom/venue to be confirmed
20 September	Zoom/venue to be confirmed
15 November	Zoom/venue to be confirmed
2022	
17 January	Zoom/venue to be confirmed
21 February	Zoom/venue to be confirmed
21 March	Zoom/venue to be confirmed
	Zoom/venue to be confirmed

Amenities Committee Meetings Mondays at 7pm	Finance Committee Meetings Mondays at 7pm
2021 TBC April 2021	**2021** 10 May 2021

Planning Committee Meetings At 6.15 pm	
2020 5 April 2021 26 April 2021 10 May 2021 17 May 2021 7 June 2021 21 June 2021 5 July 2021 19 July 2021	

Committee Meetings are subject to change and cancellation.
Please confirm with the Clerk or check the website.

www.sundridgewithidehill-pc.gov.uk