

# Sundridge with Ide Hill Parish Council

Minutes of Full Council Meeting held on Monday 28 June 2021, 7.45 pm  
at Ide Hill Village Hall and via zoom link

**Present:** Councillors Allgood, Baker, Banbrook, Evans (Chair), Fribbens, Jones, Maybury, Miller and Powell

**Attendance:** Cllr Nick Chard (County Councillor via zoom), Cllr Keith Bonin (District Councillor), 4 members of the public (via zoom) and Amanda Barlow (Clerk)

**Apologies:** Cllr De Bono

**Absent:** None.

1. To receive apologies and reasons for absence.

***Apologies were received and accepted from Cllr De Bono.***

2. To receive declarations of personal, prejudicial and disclosable pecuniary interests on items on the agenda and updates to members' register of interests.

None

3. Report from County Councillor

Cllr Chard advised Members that the Parish Council will be informed about the site meeting to take place regarding Covers Farm prior to the KCC Planning meeting. Cllr Chard also advised that following on from his election in May he will be looking at speeding particularly when the M25 is closed and HGVs are travelling through the villages. Cllr Baker asked Cllr Chard about community funding for public conveniences and particularly with regard to the Ide Hill public conveniences. Cllr Chard advised that this was a matter for the District Council.

4. Report from District Councillor

Cllr Bonin discussed the following issues:

- Sevenoaks Town Council – responsible for the toilets in Sevenoaks.
- Blocked Drains
- Dryhill Lane/A25 with regard to planning and new developments
- Radnor House School/Combe Bank Drive and working with the residents to come to an acceptable solution.
- Fly tipping
- Cleaner travel with regard to the Darenth Valley Path to open up a walking/cycle route from Chipstead to Westerham

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.  
Lorna Baker requested, on behalf of the Scouts, that a memorial bench be placed on Ide Hill recreation ground in memory of Dudley Barrow who had given a lifetime of service to the Scouts in Ide Hill.  
Mr & Mrs Rodaway made representation with regard to the planning application for Dryhill Park Farm.

6. To approve as a correct record the **Minutes** of the Parish Council meetings held on 17 May 2021  
***Members resolved to approve the minutes of the meeting held on 17 May 2021 as a true record.***

7. **To take Matters arising** from the Minutes where these are not covered under the subject headings below

None.

8. 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

None.

9. Finance items for noting and decision

9.1 To approve the 2020/21 Annual Return

9.1.1 To approve Annual Governance Statements for 2020/21

**Members resolved to approve the Annual Governance Statement for 2020/21**

9.1.2 To approve Accounting Statements for 2020/21

**Members resolved to approve the Accounting Statements for 2020/21 and they were signed by the Chairman and RFO.**

9.2 To note the 2021/22 budget

**To be agreed at the next Finance & Personnel Committee meeting.**

9.3 To note the bank statement

*Noted.*

9.4 To approve the items payable and paid

**Members resolved to approve items payable and paid at Appendix A.**

9.5 To approve using the Scribe accounting software

**Members resolved to purchase the Scribe accounting software at a cost of £765.**

10. Items for decision and allocation of resources if necessary.

10.1 To discuss and agree any amendments, if appropriate, to the Standing Orders

**Members unanimously resolved to adopt the Temporary Scheme of Delegation 2021.**

**Members unanimously resolved to adopt the Terms of Reference of the Planning Committee.**

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

*Cllr Allgood advised Members of the volunteer work that had taken place at Coronation Gardens.*

*Cllr Allgood also informed the members about the trenches by the river.*

**Members agreed that the Clerk should find out if the Parish Council owns the trees and if so, the Clerk will get three quotes to cut the top of the trees. (Action: Clerk)**

**Members resolved to agree an extension to the meeting.**

10.3 To discuss and agree the next actions with regard to the Sundridge & Brasted Social Club Member

**Members resolved that Ide Hill Members would be part of any decision with regard to the Sundridge & Brasted Social Club.**

10.4 To discuss and agree next actions with regard to the Bench Donation Policy

**Members agreed that the Clerk should get a standard bench for the Parish to choose a set bench. Members resolved that a bench could be placed by the Scout Hut and would contribute to the cost. The Clerk will get a quote and speak to the Scout Association and the final cost will be agreed by email. (Action: Clerk)**

10.5 Planning:

10.5.1 To agree a response to the following applications

- SE/21/01872/HOUSE

**Members resolved to respond no objection.**

- SE/21/01820/FUL

**Members resolved to respond no objection.**

10.5.2 To note the planning log

*Noted.*

Members agreed to extend the meeting.

## 11.0 Items for discussion, agreeing and noting

### 11.1 Amenities Committee

11.1.1 To note any updates

**Members agreed to take updates at the Amenities Committee.**

11.1.2 Asset Register and Risk Management

*Noted.*

### 11.2 Reports from Working Parties

11.2.1 Stubbs Wood Working Party

**Cllr Baker advised coppicing is being carried out at Stubbs Wood. Japa Forestry is carrying out the work and giving the Council £1,500. The volunteers are continuing the work at Stubbs Wood but the need more help.**

11.2.2 Sundridge and Brasted Social Club Working Party

*This item was dealt with at Agenda Item 10.3.*

11.2.3 Ide Hill Public Conveniences Working Party

*Cllr Baker advised that there have been some problems. There was a series of the toilets being blocked every week, the drains were limes scaled, a new boiler put in and the pay system is going well. There have been a few issues with the new pay system.*

11.2.4 Communications Working Party

*No update on Welcome Back Funding. Cllrs Fribbens and Allgood advised that the following were items that were being discussed for the funding.*

- Flowers in both village centres
- Benches in recreation areas
- Mementos for the children in the parish
- Helping to fund the events in Ide Hill and Sundridge
- Articles for a weekly social media update.

### 11.3 Correspondence

11.3.1 To note general correspondence.

*Noted at Appendix B.*

11.3.2 Kent Police Newsletter

*Noted.*

### 11.4 CLT

**Members agreed that the CLT should approach the Parish Council if they have any further updates.**

### 11.5 Meeting Dates for 2021/22

*Noted at Appendix C.*

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

**13. Date of next meeting Monday 19 July 2021 at 7.45pm at Sundridge Village Hall**

*The meeting ended at 23.00*

## Appendix A

<b>Items Payable and Paid</b>			
Details	Total Payable	VAT	Basic Amount
Tile for Ide Hill Toilets	27.52	4.59	22.93
Cleaning Toilets (£500) SVH (£120)	620.00		620.00
Reimbursement for lights for Coronation Gardens	600.12	100.02	500.10
Reimbursement of padlock	39.97	6.66	33.31
Grant for cutting of churchyard	1965.00		1965.00
Ide Hill toilets unblock and descaling work	474.00	79.00	395.00
Parish Maps June 21 to June 22	96.00	16.00	80.00
Sundridge Rec legal matter - balance of fees	240.00		240.00
Photocopier rental June to September 21	69.72	11.62	58.10
Repair Flush Ide Hill Toilets	60.00		60.00
Sundridge Rec Electricity	160.87		160.87
Ide Hill Toilets	137.28		137.28
Streetlights electricity	1,049.12		1,049.12
Sundridge Rec Gas	12.58	0.60	11.98
April 2021 to Jme 2021 Clerk's Tax	973.19		973.19
Clerk's expenses	113.22		113.22

1. KALC - Microsoft – Ransomware
2. KALC - Scam letters impersonating Department for Business, Energy and Industrial Strategy
3. SDC - FW: Restart Grant]
4. SDC - Sevenoaks District Council: Locals to have a say on Sevenoaks sculptures
5. KALC - MHCLG Minister response to KALC on Covid-19 financial support
6. FW: Sevenoaks District Council: Council issues Shoreham Green Belt warning
7. SDC - [Cabinet - 22 April 2021 - draft minutes](#)
8. SDC - [Council - 20 April 2021 - Minutes](#)
9. KALC - DCMS Rural Broadband Consultation
10. Sevenoaks District Council: Discarded battery causes fire
11. KALC - High Court Verdict on remote meetings
12. KALC - MHCLG Electronic Communications Infrastructure Consultation
13. KALC - Help spread the word and keep gardens flourishing this spring 💧
14. SDC - Sevenoaks District trader videos
15. SDC - Community Connectors
16. SDC - Sevenoaks District Community Safety Partnership Newsletter - April 2021
17. KALC - SCAM ALERT!! Self-Employment Income Support Scheme (SEISS) scam
18. KALC - Grant a Green | NEW Campaign & Appeal
19. KALC - NATIONAL CSSC Green Message - NCTPHQ UK Protect Bulletin - 4 May 2021
20. Sevenoaks Scouts - Community Development Plan in Sundridge – sent to Chair
21. KALC - VERY IMPORTANT - NALC CORONAVIRUS UPDATE – Meetings – sent to all Members
22. KALC - Community Connectors Newsletter
23. KALC - Kent Police - Church community possible cyber threat - Microsoft Office 365
24. SDC - [Development Control Committee - 29 April 2021 - Minutes](#)
25. KALC - KCC Media release: 'Connect with Nature' this Mental Health Awareness Week in Kent
26. KALC - Volunteers Week 2021 - free event aimed at parish councils in Kent and Medway
27. KALC - Covid-19 Recovery - Community Development work across the District

For all updates on the Covid19 pandemic visit:

<https://www.nalc.gov.uk/coronavirus>

**Appendix C 2021-22 Parish Council Meeting Dates**

<b>Parish Council Meetings – Mondays</b>	
<b>2021</b>	
19 April	Zoom
17 May at 7.45 pm	Sundridge Village Hall & Zoom
28 June at 7.45pm	Ide Hill Village Hall & Zoom
19 July at 7.45 pm	Sundridge Village Hall
20 September at 7.00 pm	Ide Hill Village Hall
15 November at 7.45 pm	Sundridge Village Hall
<b>2022</b>	
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
<b>Amenities Committee Meetings</b>	<b>Finance Committee Meetings</b>
<b>2021</b> <b>Wednesday 12 May 2021 at 7pm</b>	<b>2021</b> <b>Monday 10 May 2021 at 7pm</b>
<b>Planning Committee Meetings</b>	
<b>2021</b> <b>Wednesday 12 May 2021 at Sundridge Village Hall at 6.15pm</b> 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](http://www.sundridgewithidehill-pc.gov.uk)**