

Sundridge with Ide Hill Parish Council

Minutes of Full Council Meeting held on Monday 23 May 2022
at Sundridge Village Hall at 7.00pm

Present: Councillors Allgood Baker, Banbrook, De Bono, Fribbens (in part), Evans (Chair), Jones, Maybury, and Powell

Attendance: Cllr Bonin (District Councillor) (in part), Amanda Barlow (Clerk)

Apologies: Cllr Chard (County Councillor)

Absent: None.

Members agreed to commence with Agenda Item 5.0

5. Report from District Councillor

Cllr Bonin had previously sent a report and a copy is attached at Appendix B.

Cllr Evans asked about the revenue from the fines as a result of the new speed cameras. Cllr Bonin responded that this is a KCC matter. Cllr Evans also asked about the clearance of the culvert by the traffic lights. Cllr Allgood passed on the thanks of the Coombe Bank residents for the excellent work of Cllr Bonin and SDC.

Cllr Fribbens arrived at the meeting.

1. Annual General Meeting

1.1 To elect a Chair.

Members unanimously resolved to elect Cllr Evans as Chairman of the Parish Council.

1.2 To elect a Vice-Chair.

Members unanimously resolved to elect Cllr Baker as Vice Chairman of the Parish Council.

1.3 To elect Committee Members.

Members resolved to agree the membership of the committees as at Appendix A.

1.4 To elect Committees Chairs

Members resolved to agree the Chairs of the committees as at Appendix A.

1.5 Appointment of Members to Working Parties/Areas of Responsibility

Members resolved to agree the membership of the working parties/areas of responsibility as at Appendix A.

1.6 Appointment of Representatives of the Parish Council on Outside Bodies

Members resolved to agree the representatives of the Parish Council on Outside Bodies as at Appendix A.

2. To receive apologies and reasons for absence.

There were none.

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

None

4. Report from County Councillor

Cllr Chard had sent his apologies.

6. 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.

None.

7. To approve as a correct record the **Minutes** of the Parish Council meetings held on 25 April 2022

Members resolved to agree the minutes of 25 April 2022.

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

8.2.1 The Clerk has paid the grant to Ide Hill Village Hall Trust

8.3.2 The Clerk has contacted the PCC regarding the grant.

8.3 Bank Account

The account is now fully operational.

The Clerk is the administrator and the only user who can upload payments or set up direct debits/standing orders etc. Cllrs Maybury, Evans, Banbrook and Allgood are authorised signatories and 2 out of the 4 of them must authorise every payment.

- 9 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 deal with Agenda Items 10.5 and 11.1.2 in confidence.

- 10 **Finance & Personnel items for decision and noting**

10.1 To agree the 2021-22 Final Budget

Members resolved to agree the Final Budget for 2021-22.

10.2 To agree the list of direct debits, standing orders and contractual payments

Members resolved to agree the direct debits, standing orders and contractual monthly payments.

10.3 Grant – Ide Hill Village Hall

Members agreed that the Clerk should ask the Ide Hill Village Hall Trust to clarify the grant.

(Action: Clerk)

10.4 Items Paid and Payable

10.4.1 General Items

Members resolved to agree the items paid and payable at Appendix C.

Streetlighting

Members agreed to look further into the costs and seek funding options.

10.4.2 Castle Water

Members asked the Clerk to view the meter reading. (Action: Clerk)

10.4.3 Ide Hill Football Club

Members resolved to settle the invoice presented by Ide Hill Football Club when the lease is signed.

Members asked the Clerk to send the Landlord and Tenant Form to Radnor House.

10.5 Personnel Committee

Members resolved to agree the proposals regarding the Clerk's pay scale.

10.6 Finance & Personnel Committee Minutes 16 May 2022

Noted.

11 Items for discussion, decision and allocation of resources if necessary

11.1 Parish Assets

11.1.1 Stubbs Wood Working Party

Cllr Baker advised that the Management Group is looking for a new consultant. Once appointed there is quite a lot of things to be actioned once the consultant is in place.

11.1.2 Sundridge Recreation Ground

11.1.2.1 Request from Sundridge & Brasted Primary School

Members resolved to agree to allow the Primary School to use the recreation free of charge providing Radnor House are in agreement with the dates.

11.1.2.2 Sundridge Allstars

Members resolved to renew the agreement with Sundridge Allstars for the next season.

11.1.3 Ide Hill Recreation Ground – Ide Hill Fair

Members resolved to agree that the Ide Hill Fair could take place on the green.

11.1.4 Sundridge Village Hall

Members agreed that the Amenities Committee should discuss the proposals to the Village Hall.

11.2 Communications/Events

11.2.1 Jubilee

Members noted the arrangements for the Jubilee celebrations.

11.2.2 Annual Parish Meeting

Thank you to Cllr Powell for all her work on the refreshments.

11.2.3 Website

The Clerk

11.2.4 June Village News Update

Members agreed to include:

Jubilee

Covers Farm

Bins

AGM

Speed cameras

11.3 Highways

11.3.1 Highways Meeting

The Clerk advised that she is trying to set up a meeting with the Highways Steward.

11.3.2 A25 Speed Cameras

Noted.

12. Correspondence

12.1 To note general correspondence.

Noted.

12.2 Sevenoaks District Council – Bins

Members agreed that the bins should be placed Stubbs Wood, Ide Hill recreation ground, Sundridge Village Hall and Bowers Meadow.

12.3 Meeting Dates for 2022

Noted at Appendix D.

13. Date of next meeting Monday 20 June 2022 at Sundridge Village Hall.

There being no further business the meeting closed 21.45

Appendix A

Amenities

Vikki Allgood (Chair)
Don Baker
Melvin De Bono
Martyn Fribbens
Trevor Jones
David Miller
Ann Powell

Finance

Vikki Allgood
Don Baker
John Banbrook
John Evans
Russell Maybury (Chair)
David Miller
Ann Powell

Personnel

Vikki Allgood
Don Baker
John Evans
Russell Maybury (Chair)

Planning

Vikki Allgood
Don Baker
John Evans
Trevor Jones (Chair)
Russell Maybury
Ann Powell

Sundridge with Ide Hill Parish Council

Sundridge and Brasted Social Club Working Party

John Banbrook
Melvin De Bono
Ann Powell
3 Members from Brasted Parish Council

Stubbs Wood Management Committee

Don Baker (Chair)
Martyn Fribbens
Russell Maybury
David Miller
Richard Don
Caroline Lingham
Stephen Palmer
Dominic Rossi

Ide Hill Public Conveniences Working Party

Don Baker
Martyn Fribbens
Russell Maybury
David Miller

Sundridge Recreation Ground Working Party

Vikki Allgood
Trevor Jones (Chair)
Russell Maybury
Melvin De Bono
Radnor House (1 member)
Ide Hill Football Club (1 member)
Sundridge Allstars (1 member)

Communications Working Party

Vikki Allgood
Martyn Fribbens

Streetlighting

John Banbrook

Sundridge Village Hall Working Party

Vikki Allgood
Melvin de Bono
Trevor Jones
Clerk

Appendix B

Cllr Keith Bonin

Report to Sundridge with Ide Hill Parish Council

23 May 2022

Covers Farm Quarry:

The KCC Planning Committee meeting has been delayed again; the earliest possible date for the meeting is now 15th June, although it may be delayed further.

I have prepared a draft letter to go to the Planning Committee members from Nigel, James and I emphasising residents' concerns. This will be sent a few days before the meeting.

I will speak at the KCC meeting on behalf of Brasted & Sundridge residents and focus on the problems that the HGV movements will create for the residents and listed buildings along the A25 (loss of amenity, impact on road safety, air pollution, potential damage to listed buildings, etc.). Three other speakers will focus on other issues related to the proposed development, so that there is no overlap of opposition arguments. Residents are encouraged to attend the meeting to show their opposition to the application.

Planning:

Nothing to note.

Other:

Rubbish collection on Jubilee long weekend:

Rubbish will be collected as per normal on Thursday 2nd and Friday 3rd June.

Parking charges consultation

Residents and businesses can have their say on proposed increases in parking charges due to be implemented from Monday 1 August 2022. The deadline to comment is 12 noon on Friday 10 June 2022.

The increase in charges are the first for many years and are designed to encourage less frequent but longer stays, which is better for the environment and air quality. For example for most of the Sevenoaks town centre car parks the price is increasing by only £1 for all times (from £1 to £2 for 1 hour and from £4 to £5 for 4 hours). While the price of an annual season ticket is rising by less than 5% from £859 to £900.

The price of a season ticket or paying for all day parking at Bradbourne Car Park near Sevenoaks Station is unchanged. In addition, to increase flexibility the option of a weekly and monthly ticket has been introduced.

Sevenoaks District Council has launched Kent's first 'Movement Strategy' as part of its Net Zero 2030 ambition for the District.

The strategy sets out the Council's intentions to encourage healthier, safer and more sustainable travel over the next five to ten years.

This includes promoting more active travel like walking and cycling, using public transport and reducing car usage. The Council will bid for funds and work closely with the local highways and transport authority, Kent County Council, to identify cycling and walking improvements at a local level.

As part of the Council's new Air Quality Action Plan, the Council will be working directly with schools to support walking and cycling initiatives and reduce the environmental impacts of the school run.

Across the District, the Council is carrying out an electric vehicle charging study to help identify where new electric charging points can and should be installed.

To find out more about the strategy visit www.sevenoaks.gov.uk/sustainabletravel

With kind regards,

Keith

Sundridge with Ide Hill Parish Council

Appendix C

Items Paid 1 April to 30 April 2022

23 May 2022 (2022-2023)

Sundridge with Ide Hill Parish Council PAYMENTS LIST

Voucher	Code	Date	Minute	Description	Supplier	VAT Type	Net	VAT	Total
19	Pension enrolment Pack	05/04/2022		Pension Administration	Tailored Wealth	S	11.00	2.20	13.20
18	WiFi	25/04/2022		WiFi	British Telecom	S	62.31	12.46	74.77
22	Conveniences water	26/04/2022		Water	Castle Water	Z	1,000.00		1,000.00
13	Subscriptions	26/04/2022		DRIPS 21-22 Subscriptio	Darent River Preservation	X	20.00		20.00
17	Travel Expenses	26/04/2022		Mileage	Mrs A C Barlow	X	48.60		48.60
20	Supplies for meetings	26/04/2022		Coffee and Biscuits	Mrs A C Barlow	X	12.15		12.15
21	Postage	26/04/2022		Postage	Mrs A C Barlow	X	11.40		11.40
1	Cleaning	26/04/2022		Cleaning	Val & Sander Reytenba	X	180.00		180.00
2	Conveniences cleaning	26/04/2022		Cleaning	Val & Sander Reytenba	X	500.00		500.00
4	Parish WiFi (Clerk)	26/04/2022		WiFi	Mrs A C Barlow	X	10.00		10.00
5	Parish mobile telephone	26/04/2022		Mobile	Mrs A C Barlow	X	19.00		19.00
12	Energy Costs	26/04/2022		Bulk Propane	Calor Gas	L	1,589.94	79.50	1,669.44
15	Conveniences energy co	26/04/2022		Electricity	EDF Energy	L	84.40	4.22	88.62
3	Parish Zoom account	26/04/2022		Zoom	Mrs A C Barlow	S	11.99	2.40	14.39
7	ROSPA Inspection (Play	26/04/2022		Playground Inspection 2	The Playground Inspecti	S	225.00	45.00	270.00
8	Maintenance	26/04/2022		Lock repair	Hales Locks Ltd	S	75.00	15.00	90.00
9	Ground maintenance	26/04/2022		Flagpole	Flagpole Express	S	156.90	31.38	188.28
10	Maintenance	26/04/2022		Fencing	Woodland Plus Ltd	S	525.00	105.00	630.00
11	Photocopier and photoco	26/04/2022		Photocopier rental	KCC	S	58.10	11.62	69.72
14	Energy Costs	26/04/2022		Electricity Jan-Mar 22	NPower	S	1,457.53	291.51	1,749.04
16	KCC Professional Service	26/04/2022		Legal Services 21-22	KCC	S	163.62	32.72	196.34
30	Pension enrolment Pack	05/05/2022		Pension Administration	Tailored Wealth	S	11.00	2.20	13.20
23	Annual Parish Meeting	06/05/2022		Printing	Mrs A C Barlow	S	106.67	21.33	128.00
28	Queen's Jubilee celebrati	12/05/2022		Street Party Sundridge	Party Packs Ltd	S	338.89	67.78	406.67
29	Queen's Jubilee celebrati	12/05/2022		Street Party Ide Hill	Party Packs Ltd	S	420.44	84.09	504.53
25	Cleaning	20/05/2022		Cleaning	Val & Sander Reytenba	X	210.00		210.00
26	Conveniences cleaning	20/05/2022		Cleaning	Val & Sander Reytenba	X	500.00		500.00

Items received 1 April to 30 April 2022

23 May 2022 (2022-2023)

Sundridge with Ide Hill Parish Council RECEIPTS LIST

Voucher	Code	Date	Description	Supplier	VAT Type	Net	VAT	Total
1	Income Wood	08/04/2022	Dance hall hire	Mr & Mrs Wood	X	24.00		24.00
4	Income Casual	13/04/2022	Village Hall Hire	P Ellis	X	60.00		60.00
5	Income Dance School	13/04/2022	Dance hall hire	Judith Essex School of D	X	1,255.63		1,255.63
2	Income Wood	19/04/2022	Dance hall hire	Mr & Mrs Wood	X	24.00		24.00
3	Income Wood	29/04/2022	Dance hall hire	Mr & Mrs Wood	X	24.00		24.00
10	Precept	29/04/2022	Precept	Sevenoaks District Counc	X	32,955.00		32,955.00
6	Income Wood	06/05/2022	Dance hall hire	Mr & Mrs Wood	X	24.00		24.00
8	Income Wood	13/05/2022	Dance hall hire	Mr & Mrs Wood	X	24.00		24.00
7	Income Wood	20/05/2022	Dance hall hire	Mr & Mrs Wood	X	24.00		24.00
9	Income Casual	23/05/2022	Village Hall Hire	Teak	X	90.00		90.00
Total						34,504.63		34,504.63

Items to be Paid 23 May 2022

23 May 2022 (2022-2023)

Sundridge with Ide Hill Parish Council
PAYMENTS LIST

Voucher	Code	Date	Description	Supplier	VAT Type	Net	VAT	Total
33	Electricity and Gas	25/05/2022	Electricity	EDF Energy	L	425.72	21.29	447.01
34	Conveniences energy co:	25/05/2022	Electricity	EDF Energy	L	122.64	6.13	128.77
35	Energy Costs	25/05/2022	Gas	Calor Gas	L	11.98	0.60	12.58
47	Electricity and Gas	25/05/2022	Gas	NPower	L	416.43	20.82	437.25
37	Photocopier and photoco	25/05/2022	Photocopier rental	KCC	S	58.10	11.62	69.72
38	Software	25/05/2022	Accounting Software Licc	Scribe	S	468.00	93.60	561.60
39	Running Costs	25/05/2022	Supplies	Dominic Rossi	S	26.65	5.33	31.98
40	Parish Zoom account	25/05/2022	Zoom	Mrs A C Barlow	S	11.99	2.40	14.39
46	Stationery	25/05/2022	Stationery	Mrs A C Barlow	S	14.96	2.99	17.95
41	Parish WiFi (Clerk)	25/05/2022	WiFi	Mrs A C Barlow	X	10.00		10.00
42	Parish mobile telephone	25/05/2022	Mobile	Mrs A C Barlow	X	19.00		19.00
43	Travel Expenses	25/05/2022	Mileage	Mrs A C Barlow	X	70.92		70.92
44	Supplies for meetings	25/05/2022	Coffee and Biscuits	Mrs A C Barlow	X	36.25		36.25
45	Miscellaneous Contingen	25/05/2022	Retirement gift S Goache	Mrs A C Barlow	X	25.00		25.00
Total						1,717.64	164.78	1,882.42

Appendix D

Meetings for 2022

21 February at 7.30 pm	Ide Hill Village Hall
21 March at 7.30 pm	Sundridge Village Hall
25 April at 7.30 pm	Sundridge Village Hall
(18 April is a public holiday)	
23 May at 7.30 pm	Sundridge Village Hall
27 June at 7.30 pm	Sundridge Village Hall
18 July at 7.30 pm	Sundridge Village Hall
19 September at 7.30 pm	Sundridge Village Hall
17 October at 7.30 pm	Ide Hill Village Hall
21 November at 7.00 pm	Sundridge Village Hall
12 December at 7.30 pm	Sundridge Village Hal