

# Sundridge with Ide Hill Parish Council

Minutes of Sundridge Amenities Committee Meeting held on Monday 8 January 2024  
at Sundridge Village Hall at 7.30pm

**Present:** Councillors Allgood (Chair) Collins, De Bono and Evans

**Apologies:** Cllr Powell

**Attendance:** Amanda Barlow (Clerk)

1. To receive apologies and reasons for absence.

Apologies were received and accepted from Cllr Powell.

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. **A Public Open Session.** Members of the public will be welcome to address the Parish Council with any local concerns they have related to Sundridge amenities. Please note this item will be limited in time at the discretion of the Chairman.

None.

4. 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 6.1 and 7.2 in confidence.**

5. To agree the minutes of the meeting held on 23 October 2023 and matters arising not covered by agenda Items.

**Members resolved to agree the minutes of the meeting 23 October 2023.**

6. Parish Assets  
To discuss and if appropriate, agree next actions

## 6.1 Sundridge Village Hall

Trevor Jones had kindly reviewed the survey carried out by Sonnex Engineering and a copy of his report is at Appendix A.

Hirers:

**Members agreed that the rates should be increased as agreed from 1 April 2024.**

## 6.2 Bowsers Meadow

The Clerk confirmed that the grant was successful and the Parish Council will receive £4,000.

**The Playground Inspection Company had carried out their annual inspection and Members noted the reports. Here were some items that had been red flagged at Bowsers Meadow. Members agreed that the Clerk should appoint John Banbrook to carry out the work immediately.**

## 6.3 Sundridge Recreation Ground

**Members noted that the 3 quotes were all very similar and that at the Full Council meeting on 29 January 2024 Members should appoint a contractor to carry out the work during the Easter holidays.**

## 6.4 Sundridge Burial Ground

Nothing to report.

## 7. Highways

### 7.1 To discuss Highways matters

**Members agreed that the Clerk should speak to Nicky Biddle at KCC Footpaths.**

### 7.2 Parking in Sundridge

**Members agreed that Cllr Fribbens should respond to the resident.**

## 8. Allocation of budget for Sundridge Assets

Members discussed the allocation of the budget for Sundridge Assets and the figures as presented were agreed to go forward to the Finance & Personnel Committee for recommendation to the Full Council.

## 9. Date of next meeting - to be confirmed.

## Appendix A.

**From:** Trevor Jones

**Sent:** 09 January 2024 14:19

**To:** clerk@sundridgewithidehill-pc.gov.uk <clerk@sundridgewithidehill-pc.gov.uk>; john.evans<john.evans@sundridgewithidehill-pc.gov.uk>; Vikki Allgood <vikki.allgood@sundridgewithidehill-pc.gov.uk>; melvindebono@gmail.com

**Subject:** Last night's meeting

Hi, following up on last night's meeting, I thought that I would confirm my views.

Firstly, the survey gave little information than we were not already aware. The building has not been maintained well over the years and exhibits numerous defects which, when considered in total, produce a major capital liability.

It is really time to consider if and when total replacement would be possible, as the backlog costs, if all were to be addressed, would be very high and the resultant building would still be outdated and expensive to run.

In the short to medium term, until a decision is made about replacement, there are still matters that must be addressed.

Firstly the tiled roofs are aged and there are many slipped and/or broken tiles. Immediate large-scale replacement can be avoided by regular inspection and running repairs, to nurse the slopes along, but the extent will inevitably escalate as ageing continues. If this is not done leaks could cause major further deterioration.

The flat roof section is vulnerable so will need regular clearing of moss leaves etc and, as long as it remains watertight, might last until further decisions can be made.

Total overhaul and clearing of gutters and drains should be done asap, as unless operational and cleared will result in further problems. Regular, say at least quarterly, clearance of gutters and valleys and drains should be arranged.

Windows should remain serviceable provided any damaged fastenings do not affect security and weathertightness.

The electrical system should be subject to regular, at least quinquennial, safety inspections. As long as the system remains as installed and provided it has been properly extended, there should be no need to replace large parts, as current recommendations are not mandatory, but any safety issues should be addressed.

Ideally the consumer control unit should be replaced with a modern one containing earth leakage circuit breaker where appropriate and modern miniature circuit breakers. A domestic replacement would normally be around £400.00 +/- but this might be more depending on the complexity of the system.

The gas/heating /hot water system should be subject to annual 'Gas Safe' safety inspections.

The provision of smoke alarms and heart detector in the kitchen should be considered. Whilst the chance of a fire starting while the premises is occupied should be minimal, this is worth addressing.

In a modern building these would be hard wired into the main electrical system, but in the short term, battery powered, interlinked alarms that talk to each other might be acceptable: these if powered by 10-year inbuilt batteries should cost circa £60 to £70.00 each.

The fire escape provision is not ideal, especially if considering the less able and wheelchair potential users. The front step and doors are not ideal and might need some alteration, and escape to the rear through the kitchen is unacceptable for wheelchair use.

The cost of altering the kitchen door and threshold to accommodate wheelchair use would be very high and disruptive, so I suggest you consider altering the other rear door/threshold to gain access into the side

## Sundridge with Ide Hill Parish Council

alley. This will then need to be paved to suit wheelchair use and the end gated off with a wide gate with a panic bar to enable evacuation to the front.

I suggest that you ask the local Fire Brigade, Fire Prevention Officer to advise in this respect, re escape lights and signage and re alarms too.

Another matter to consider is the provision of an Asbestos Register. This is to ensure that any user/operatives on site are aware of the existence of Asbestos and can take appropriate precautions when working.

No obvious Asbestos material is evident, but the flushed doors and some ceiling repairs might contain this, so an Asbestos survey, and, if necessary, testing, will be required to identify or eliminate the existence of such material.

Attention to dampness, cosmetic decoration and repairs, improvement of sanitary and kitchen provisions etc can be addressed at your discretion as long as they do not affect the 'hire-ability' of usability of the hall to hirers.

I hope I have not missed anything and that this assist you in your deliberations.

Regards

TJ