

Sundridge with Ide Hill Parish Council

Minutes of Full Council Meeting held on Monday 18 March 2024
at Sundridge Village Hall at 7.45pm

Present: Councillors Allgood, Banbrook, Collins, De Bono, Evans (Chair), Fribbens and Wilson

Apologies: Cllrs Miller and Powell. Cllrs Chard (County), Williams (District), Alger (District) and Robinson (District)

Attendance: 5 members of the public (in part), Cllr Sandra Robinson (District) and Amanda Barlow (Clerk)

Cllr Evans (Chair) welcomed everyone to the meeting.

1. To receive apologies and reasons for absence.

Apologies were received and accepted from Cllrs Miller and Powell, Cllrs Chard (County), Williams (District), Alger (District).

The Clerk advised Members that Russell Maybury has resigned as a Member of Sundridge with Ide Hill Parish Council representing the Ide Hill Ward.

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

None.

Cover Farm has been delayed again and will be on 17 April 2024.

4. Report from District Councillor

Cllr Robinson had provided her report and a copy is attached at Appendix A.

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.

- Stubbs Wood – Concerned that we have lost an Ide Hill Councillor. There were long discussions about the issues at Stubbs Wood and the “carnage” it has caused. The Clerk advised that everything will be discussed on 19 April 2024. Residents have also asked about the selection of trees being felled.
- Graham Hughes explained the problems over the insurance and the Clerk apologised for the confusion. He advised that the Social Club are happy to proceed on the terms agreed at Brasted Parish Council meeting.

6. To approve as a correct record the **Minutes** of the Parish Council meetings held on 19 February 2024.

Members resolved to agree the minutes of the meeting on 19 February 2024.

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

7.1 Covers Farm

Members agreed Cllr Evans and Mr Jones would represent Sundridge at the meetings.

7.2 Highways

No update.

7.3 Streetlighting

Two lights have been repaired. Cllr Banbrook explained that the Council may need to replace the lights and introduce the energy costs.

The Clerk advised that Sevenoaks District Council is dealing with the matter of the damaged streetlight with their insurance company.

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.

Members resolved to discuss the following Agenda Items in confidence:

12.1 Stubbs Wood complaint

12.3 Stubbs Wood mast

13.1 Sundridge & Brasted Social Club

9. Committee Structure

9.1 To agree the updated Committee Structure

Members resolved to agree the Committee Structure as at Appendix B.

10. Finance & Personnel items for decision and noting

10.1 Items, Received Paid and Payable

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

10.2 Report from RFO following interim audit

10.2.1 Village Hall ownership

The Auditor raised concerns over the ownership of the Village Hall as it is currently a Charity Trust. Members agreed that the Clerk should ask Mr Jones if he would assist with the investigations.

10.2.2 Risk Assessments

Members resolved to agree the Risk Assessment Policy as presented.

11. Social Media and Website

11.1 Social Media Policy

Members agreed that

11.2 Website

Cllr Fribbens suggested a new host and Members agreed that he should look at new website.

12. Ide Hill

12.1 Stubbs Wood

- To receive an update on the Aztech work

Members noted that there was no update as the contractor is away.

- **The Clerk confirmed that the Stubbs Wood Information evening will be on Friday 19 April 2024 at 6pm.**

12.2 Ide Hill Green

- To discuss dealing with the Cherry Tree

Members discussed the Cherry Tree and thought that the tree was not on Parish Council land. Cllr Fribbens agreed to check.

13. Sundridge

13.2 Sundridge Recreation Ground

Members agreed that unfortunately there is no availability to allow another club to use the facility.

14. Items for noting

14.1 Annual Parish Meeting – 29 April 2024

Noted. Members agreed that Dr Chris Gardener of South East Rivers Trust should be invited to talk at the meeting.

14.2 Newsletter

Noted.

14.3 Correspondence

14.3.1 General

Noted.

14.3.2 Sevenoaks District Council – waste sacks

Noted.

14.3.3 Kent Police

Noted.

15. Dates of next meetings

Full Council Meetings: Monday 15 April 2024 at 7.45pm – Sundridge Village Hall

Annual Parish Meeting Monday 29 April 2024 at 7.00pm – Sundridge Village Hall

Committee Meetings

Ide Hill Amenities Committee Monday 2 April 2024 at 6.00pm – Ide Hill Village Hall

12. Ide Hill

12.1 Stubbs Wood

- Complaint from resident

Members resolved that the Clerk should advise the resident to contact their insurance company in the first instance.

12.3 Shared Rural Network Pre-Application Telecommunications Installation: CTIL_30082300 Land at Wheatsheaf Hill

Members resolved that the Clerk should respond to Clarke Telecom confirming that they agree with the proposed site and understand the necessity for a 30m lattice tower subject to Clarke Telecom confirming the additional coverage that this tower will provide. Members noted that the tower will be painted in a green colour and will request that it will be made as unobtrusive as possible.

13. Sundridge

13.1 Sundridge and Brasted Social Club

The Clerk confirmed that the lease was with CWJ and should be finalised and sent to the Social Club shortly.

Appendix A

**BCS District Councillors' Report -
Michelle Alger & Sandra Robinson**

**for Sundridge Parish Council
meeting 18 September 2023**

Dear Chair, Councillors and Clerk,

A joint report from Michelle and Sandra this month following our meeting this afternoon, with Sandra's apologies for being unable to come this evening, as there is also the JTB (Joint Transportation Board) meeting at the District Council, exceptionally moved to a Monday as requested by the JTB Chair.

1. District Council - Silver Sunday Programme - Oct-Dec 2023

The Silver Sunday Programme for this year is being launched this week, with events starting 1 October.

Silver Sunday is aimed at older residents in our district, with a range of events specifically to encourage them to participate in new or already-favourite activities, including

- tea dances,
- a range of exercise and walking groups for all abilities,
- golf, art, history, gardening, etc.
- free one-day passes on specific days to district leisure centres,
- a Christmas party, and
- information on local lunch clubs and more.

Help is available for transport to/from events.

The Programme has been drawn up by the District Council in partnership with parish and town councils. We have attached the pdf to the email with this report. Also Michelle is bringing 3 print copies this evening, for you to place or distribute where you think best to reach the older residents in the parish.

If you would like more print copies, just let us know, we can collect them from the Council for you and deliver them where wanted in the parish.

2. District Council - CIL applications

St Mary's Church

We note from your agenda that St Mary's is considering a CIL application. If the decision is taken to go ahead with this, Sandra would be most happy to help.

Street Lighting

From Sandra: could I trouble the Sundridge Councillor interested in applying during the next round of CIL for street-lighting capital, to email me (cllr.robinson@sevenoaks.gov.uk), to get together to discuss? I tried via the Parish Council website, but can see that you are currently working on updating and improving it, which is maybe why it didn't work for me.

3. District Council - Community Grant Scheme

These are grants of up to £5,000 to volunteer-led services in our District, who help the health and well-being of residents.

The deadline is **Thursday 2 November** at midday.

For more information visit www.sevenoaks.gov.uk/communitygrants.

For help completing the application, do ask Michelle or Sandra, or email grants@sevenoaks.gov.uk

4. District Council - Voter Registration and ID

The District Council is currently checking and updating the Electoral Register where relevant.

At the same time as confirming their information is correct, please could voters ensure that they are prepared with accepted Voter ID for any forthcoming elections. If they are unsure, please do not hesitate to ask us.

5. County Council - Covers Farm

We understand from Cllr Chard's email of 11 September, that the KCC meeting is postponed from October, with "most likely earliest date" now 8 November.

Traffic

You will all have had a copy of Sandra's letter to KCC dated June, addressing the serious, deleterious effects of the proposed HGV route for the Covers Farm project, on our A25 residents (health, welfare, safety, economic activity) and to our listed buildings. Sandra will be adding to her submission over the next weeks, based on further data gathered on the infrastructure of and the residents along the A25.

Air pollution

Michelle is finalising her letter to KCC on the significant toxicity to residents and older structures along the A25, caused by HGVs, particularly in the proposed daily numbers for several years, with particular emphasis on NOx emissions.

Any Sundridge (or indeed Ide Hill!) resident who would like to join us in these last weeks, in gathering data, and/or in knocking on doors for information from residents, would be most welcome! Please email either or both as below.

With best wishes to all and kind regards,

Michelle and Sandra

18 September 2023

Michelle Alger

cllr.alger@sevenoaks.gov.uk

District Councillors for Brasted, Chevening and Sundridge

Sandra Robinson MA MCom

cllr.robinson@sevenoaks.org.uk

Appendix B

Chair: Cllr John Evans Vice Chair: Cllr Martyn Fribbens

Committee Membership

Amenities Sundridge	Cllr Vikki Allgood Cllr Zoe Collins Cllr Melvin De Bono (Chair) Cllr Martyn Fribbens Mr Trevor Jones Cllr Ann Powell Cllr Helen Wilson	Sundridge and Brasted Social Club Working Party	Cllr John Banbrook Cllr Melvin De Bono Cllr Ann Powell
Amenities Ide Hill	Cllr Vikki Allgood Cllr Melvin De Bono Cllr Martyn Fribbens (Chair) Cllr David Miller Cllr John Evans (if required)	Sundridge Recreation Ground Working Party	Cllr Vikki Allgood Cllr Helen Wilson Representatives of Ide Hill Football Club Radnor House Sundridge Allstars
Finance	Cllr Vikki Allgood (Chair) Cllr John Banbrook Cllr John Evans Cllr Martyn Fribbens Cllr Ann Powell	Stubbs Wood Advisory Group	Cllr Martyn Fribbens Cllr David Miller Residents
Personnel	Cllr Vikki Allgood (Chair) Cllr John Evans Cllr Martyn Fribbens	Communications Working Party	Cllr Vikki Allgood Cllr Martyn Fribbens
Planning	Cllr Vikki Allgood Cllr John Evans Mr Trevor Jones Cllr David Miller Cllr Ann Powell (Chair) Any Member of the Parish Council	Bowers Meadow Working Party	Cllr Vikki Allgood (Chair) Cllr Zoe Collins Residents
Streetlighting	Cllr John Banbrook	Goathurst Common Working Party	Cllr Martyn Fribbens (Chair) Residents

Appendix C

Items Received 14 February to 15 March 2024

15 March 2024 (2023-2024)

Code	Date	Description	Supplier	Net	Total
Income Nayax	15/02/2024	Toilet Door Income	Nayax Europe UAB	163.11	163.11
Income Nayax	14/03/2024	Toilet Door Income	Nayax Europe UAB	111.43	111.43
Total				274.54	274.54

Items Paid 14 February to 15 March 2024

18 March 2024 (2023-2024)

Code	Date	Description	Supplier	Net	VAT	Total
WiFi	29/02/2024	WiFi Village Hall	Onecom Limited	49.99	10.00	59.99
Repairs	15/03/2024	Streetlighting repairs	UK Power Networks	3,100.00	620.00	3,720.00
Cleaning	15/03/2024	Additional Clean SVH	Val & Sander Reytenbach	30.00		30.00
Travel Expenses	15/03/2024	Mileage	Mrs A C Barlow	17.10		17.10
Supplies for meetings	15/03/2024	Coffee and Biscuits	Mrs A C Barlow	13.25		13.25
Parish WiFi (Clerk)	15/03/2024	WiFi	Mrs A C Barlow	10.00		10.00
Parish Zoom account	15/03/2024	Zoom	A C Barlow	11.99	2.40	14.39
Maintenance	15/03/2024	Emergency drain clearance	Jonny's Drains	120.00	24.00	144.00
Energy Costs	15/03/2024	Electricity - Rec	EDF Energy	109.16	5.46	114.62
Conveniences Maintenance	15/03/2024	Drains	Jonny's Drains	120.00	24.00	144.00
Conveniences energy costs	15/03/2024	Electricity - Public Conveniences	EDF Energy	174.78	8.74	183.52
Election Expenses	15/03/2024	Election charge - May 2023	Sevenoaks District Council	219.25		219.25
Photocopier and photocopyir	15/03/2024	Photocopier charges	KCC	61.99	12.40	74.39
Software Adobe	15/03/2024	Adobe software	Mrs A C Barlow	10.95	2.19	13.14
Parish mobile telephone	15/03/2024	Mobile	Mrs A C Barlow	19.79	3.96	23.75
Other grants	15/03/2024	Grant to SVTG	Sevenoaks Volunteer Transport Group	150.00		150.00

Items to be paid @18 March 2024

Code	Date	Description	Supplier	Net	Total
Sundridge Pavilion Renovations	18/03/2024	Deposit for Pavilion Decoration (10%)	S Hadfield Paining and Decorating	528.50	528.50
Playground maintenance	18/03/2024	Repairs to play equipment	Banbrook Handyman and Garden Services	383.00	383.00
Supplies for meetings	18/03/2024	Coffee and Biscuits	Mrs A C Barlow	16.15	16.15
Cleaning	20/03/2024	Cleaning	Val & Sander Reytenbach	210.00	210.00
Conveniences cleaning	20/03/2024	Cleaning	Val & Sander Reytenbach	500.00	500.00
Total				1,637.65	1,637.65