

Sundridge with Ide Hill Parish Council

Minutes of Full Council Meeting held on Monday 20 May 2024
at Sundridge Village Hall at 7.30pm

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

Apologies: Cllrs Collins, Miller, Fribbens, Powell, Cllr Nick Chard (County), Cllr Nigel Williams (District), and Cllr Michelle Alger (District)

Attendance: 0 members of the public, Cllr Sandra Robinson (District), Amanda Barlow (Clerk)

Cllr Evans (Chair) welcomed everyone to 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 Fribbens as Vice Chairman of the Parish Council.
- 1.3 Cllrs Evans signed their Declaration of Office
- 1.4 To elect Committee Members.
Members resolved to agree the membership of the committees as at Appendix A.
- 1.5 To elect Committees Chairs
Members resolved to agree the Chairs of the committees as at Appendix A.
- 1.6 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.
- 1.7 Appointment of Representatives of the Parish Council on Outside Bodies
Members resolved to agree the representatives of the Parish Council on Outside Bodies

Village Hall Trust – Cllr Fribbens
Gatwick Group – Cllr Evans
South East Rivers Trust – Cllr Evans
CPRE – Cllr Evans

2. To receive apologies and reasons for absence.

Apologies were received and accepted from Cllrs Collins, Miller, Fribbens, Powell, Cllr Nick Chard (County), Cllr Nigel Williams (District), and Cllr Michelle Alger (District)

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

Members were advised to update their Disclose of Pecuniary Interest forms if required.
There were no declarations of interest.

4. Report from County Councillor

Cllr Chard had given his apologies.

5. Report from District Councillor

Cllr Robinson commented that she had heard from Brasted Parish Council that Covers Farm has been delayed to September. She informed that she will be submitting a letter and report to KCC about Covers Farm. Cllr Robinson and Alger are still on the same Committee and Cllr Alger is also on the CIL Committee.

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 22 April and 13 May 2024.

Members resolved to agree the minutes of 22 April and 13 May 2024.

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

8.1 Highways

Members agreed that the Clerk should ask Nigel Rowe of Highways if they can carry out additional speed surveys in Sundridge.

8.2 Covers Farm

As per the discussions at Agenda item 5.

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.

None.

10. Governance, Finance & Personnel items for decision and noting

10.1 To agree the Items Paid, Payable and Received

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

10.2 To agree the Grant Award Policy

Members resolved to agree the Grant Award Policy.

10.3 To discuss a summer event at Sundridge Recreation Ground

Members agreed that there was no time this summer to hold an event but would definitely discuss holding a Community Picnic at the Recreation Ground in 2025.

11. Ide Hill

To discuss and agree next actions with regard to:

11.1 Stubbs Wood

- To receive an update on the Aztech work

Members received an update from Adam Ashworth of Aztech as at Appendix C.

11.2 Ide Hill Grant

- To agree the application for a grant from the Ide Hill Community Shop

12. Sundridge

12.1 Sundridge and Brasted Social Club

12.1.1 Update on lease signing

The solicitors are awaiting a copy of the original title deeds and then a final lease will be drawn up for the three parties to sign.

12.1.2 Neighbour issue

The Clerk advised that Brasted Parish Council had requested some more information on the matter and this has been sent.

12.2 Sundridge Village Hall

- Ownership

The Clerk advised that it appears the Hall is in Trust which the Parish Council now administer. It was agreed to look further into trying to move ownership to the Parish Council.

- Parking issues

The Clerk advised that the parking issues seem to have been resolved.

13. Streetlighting

To receive an update

Members noted that Streetlights advised the Parish Council that work permit has been refused by KCC and UKPN were applying for a new date. Members asked the Clerk to chase up SDC with regard to the damaged lamp post.

14. Items for noting

14.1 Correspondence

14.1.1 General

Noted.

14.1.2 Sevenoaks New Leader and Cabinet

Noted.

15. Dates of next meetings

Finance & Personnel Committee

Monday 17 June 2024 at 7.15pm – Sundridge Village Hall

Full Council Meeting

Monday 24 June 2024 at 7.45pm – Sundridge Village Hall

Ide Hill Amenities Meeting

Monday 1 July 2024 at 6.00pm – Ide Hill Village Hall

Sundridge Amenities Committee Meeting

Monday 8 July 2024 at 7.15pm – Sundridge Village Hall

Full Council Meeting

Monday 22 July 2024 at 7.45pm – Sundridge Village Hall

Appendix A

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 Sharron Manley Cllr David Miller Cllr John Evans (if required)	Sunridge Recreation Ground Working Party	Cllr Helen Wilson Cllr Vikki Allgood 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 Sharron Manley 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 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 B

Items Received 22 April to 20 May 2024

Sundridge with Ide Hill Parish Council

20 May 2024 (2024-2025)

RECEIPTS LIST

Code	Date	Description	Supplier	VAT Type		Total
Precept	30/04/2024	Precept	Sevenoaks District Council	X	37,500.00	37,500.00
Income Nayax	15/05/2024	Toilet Door Income	Nayax Europe UAB	X	253.22	253.22
				Total	37,753.22	37,753.22

Items Paid 22 April to 20 May 2024

Sundridge with Ide Hill Parish Council

20 May 2024 (2024-2025)

PAYMENTS LIST

Code	Date	Description	Supplier			Total
Sundridge Pavilion Renovations	22/04/2024	Final payment for Pavilion decoration	S Hadfield Paining and Decorating	X	2,557.00	2,557.00
Travel Expenses	30/04/2024	Mileage	Mrs A C Barlow	X	34.20	34.20
Supplies for meetings	30/04/2024	Coffee and Biscuits	Mrs A C Barlow	X	33.00	33.00
Photocopier and photocopying	30/04/2024	Photocopier rental	KCC	S	101.48	20.30 121.78
Maintenance Contract	30/04/2024	Streetlighting Contract 24-25 Payment 1 of 2	Streetlights	S	1,210.72	242.14 1,452.86
Cleaning	30/04/2024	Additional Clean SVH	Val & Sander Reytenbach	X	30.00	30.00
Energy Costs	30/04/2024	Electricity	EDF Energy	L	230.72	11.54 242.26
WiFi	30/04/2024	WiFi Village Hall	Onecom Limited	S	53.94	10.79 64.73
Conveniences Maintenance	30/04/2024	Drains	Jonny's Drains	S	120.00	24.00 144.00
Annual Parish Meeting - Ide Hill	30/04/2024	Food for Ide Hill Event	Mrs A C Barlow	X	115.55	115.55
Scribe Accounting Software	30/04/2024	Scribe Accounting Software	Scribe	S	561.60	112.32 673.92
Sundridge Pavilion Renovations	30/04/2024	Interim Payment for Pavilion Redecoration	S Hadfield Paining and Decorating	X	2,200.00	2,200.00
Volunteer Expenses	30/04/2024	Silky saw blades	Dominic Rossi	S	169.95	33.99 203.94
Parish mobile telephone	07/05/2024	Mobile	Mrs A C Barlow	S	19.79	3.96 23.75
Parish WiFi (Clerk)	07/05/2024	WiFi	Mrs A C Barlow	X	10.00	10.00
Parish Zoom account	07/05/2024	Zoom	Mrs A C Barlow	S	11.99	2.40 14.39
Electricity and Gas	07/05/2024	Gas Bill Feb, March, April 2024	British Gas	L	2,677.20	133.86 2,811.06
Electricity and Gas	07/05/2024	Electricity Bill Feb, March, April 2024	British Gas	L	396.06	19.80 415.86
Conveniences supplies	07/05/2024	Hygiene bin for Public Conveniences 1 year	Goldservice	S	253.88	50.78 304.66
Cleaning	20/05/2024	Cleaning	Val & Sander Reytenbach	X	180.00	180.00
Conveniences cleaning	20/05/2024	Cleaning	Val & Sander Reytenbach	X	500.00	500.00

Sundridge with Ide Hill Parish Council

Items to be paid @ 20 May

20 May 2024 (2024-2025)

PAYMENTS LIST

Code	Date	Description	Supplier			Total
Travel Expenses	22/05/2024	Mileage	Mrs A C Barlow	X	34.22	34.22
Supplies for meetings	22/05/2024	Coffee and Biscuits	Mrs A C Barlow	X	11.20	11.20
Professional Services	22/05/2024	Invasive Species Work at Stubbs Wood	Aztech Group	S	4,000.00	800.00 4,800.00
Repairs	22/05/2024	Repair to Column 22	Streetlights	S	725.00	145.00 870.00
Cleaning	22/05/2024	Additional Clean SVH	Val & Sander Reytenbach	X	180.00	180.00
Water	22/05/2024	Water bill - March to August 24	Castle Water	E	137.94	137.94
Water	22/05/2024	Water bill - March to August 24	Castle Water	E	32.69	32.69
Energy Costs	22/05/2024	Gas	Calor Gas	S	10.48	2.10 12.58
Conveniences energy costs	22/05/2024	Electricity	EDF Energy	L	54.26	2.71 56.97
				Total	5,185.79	949.81 6,135.60

Appendix C

Update from Adam Ashworth of Aztech.

We did our first day of stump spraying on the Rhododendron Saturday, one more day and we would have completed that.

Going forward I think it be best to put some more management in place for this as one session of cut and spray won't wipe it out. It may be worth thinking about another couple of days spraying mid-way through summer to try and hit any fresh re growth?

I have a team back at Hanging bank house this week to try and get that garden issue rectified.

There will also be a machine onsite mid- end of the week tidying up the main bridle way from Yorks's hill to Gracious lane.

Harvesting works that still need to be completed are the Clear fell Chestnut coppice just to the side of Yorks hill, Block 2C.

We then still have 2 blocks of Thinning to complete, Block 4B and Block 1D. I would like to leave this until mid-summer when its going to be dry as they are on quote a slope. Just seeing what the Parish council's opinion on this is and if they are happy for me to still carry on.