

**Minutes of Full Council Meeting held on Monday 22 July 2024  
at Sundridge Village Hall at 7.30pm**

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

**Apologies:** Cllrs Manley, Miller, Cllr Nick Chard (County) and Cllr Nigel Williams (District),

**Attendance:** 0 members of the public, Cllr Sandra Robinson (District), Cllr Michelle Alger (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 Manley, Cllr Nick Chard (County) and Cllr Nigel Williams (District).

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

Cllr Banbrook declared an interest in Agenda Item 11.2 he is the contractor doing the work.

3. **Report from County Councillor**

Cllr Chard was not at the meeting.

4. **Report from District Councillor**

Cllr Evans advised that there was an unanimous decision to refuse the Covers Farm application.

Cllr Alger:

Cleaner and Greener Committee – there is a waste review going on to see if there are any gaps and there are many challenges. The Committee is exploring a new waste reduction and a survey of the roll out of the bag for life. There is a new booking system for garden waste sacks and SDC has taken legal advice on the new waste collection.

The recycling waste must be in a clear bag or it will be put in the general household waste.

Cllr Robinson:

SDC spend £334,000 on household waste. It was expected to make a profit on green and commercial waste. In reality household waste cost £940,000, commercial made a loss and green recycling made a loss. This meant instead of spending £42,000 on waste it was £1.2 million.

There is a report on the collapse of the leisure centre.

SDC does not have a central procurement department.

The Asset Register is not up to date.

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.

None.

6. To approve as a correct record the **Minutes** of the Parish Council meetings held on 24 June 2024.

**Members resolved to agree the minutes of the meeting on 24 June 2024.**

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

9.1 The Clerk confirmed that the AGAR was submitted by the deadline of 30 June 2024 and the public rights period is underway. The AGAR is on the website.

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, Personnel & Governance items**

**9.1 To agree items received, paid and payable**

**Members resolved to agree items received, paid and payable on Appendix A.**

## **10. Ide Hill**

To receive an update on the Ide Hill Assets following the Ide Hill Amenities Committee Meeting

### **10.1 Stubbs Wood**

10.1.1 Aztech work

10.1.2 Woodland Plan

**An update on Stubbs Wood is included at Appendix B.**

### **10.2 Ide Hill Public Conveniences**

Members were concerned to hear that there have been further incidents of theft.

Members looked at options regarding free sanitary products and agreed that perhaps a box could be placed in the facilities.

### **10.3 To note the draft minutes of the Ide Hill Amenities Committee mee4ting held on 1 July 2024**

Noted.

## **11. Sundridge**

To receive an update on the Sundridge Assets following the Sundridge Amenities Committee Meeting

### **11.1 Sundridge Recreation Ground**

**Members agreed that Kerry Booker should be appointed to deal with the water leak.**

### **11.2 Sundridge Village Hall**

Members noted that the work has been carried out and some further actions need to be taken.

### **11.3 Bowers Meadow**

Cllr Allgood advised that there needs to be some more volunteers.

### **11.4 Sundridge & Brasted Social Club**

The Clerk advised that the lease is ready for signing and Members confirmed that they had already resolved that the Chairman, Cllr Evans and the Clerk, Amanda Barlow should sign the lease.

**11.5 Sundridge Reserve Burial Ground**

The Parish Council noted that there has been some communication that the PCC are happy for the Parish Council to look at the sale of the burial ground but Members agreed that they would await official confirmation.

**12. Items for noting**

12.1 Correspondence

12.1.1 SDC – Grand Opening of Kent Waste Transfer Station

Cllr Evans will attend.

12.1.2 Kent Police

Noted.

12.1.3 Road Safety & Active Travel Group Newsletter

Noted.

12.2 Highways

Members will attend a meeting on August 28 at 10.00am.

**13. Dates of next meetings**

Full Council Meeting

Monday 16 September 2024 at 7.45pm – Sundridge Village Hall

Appendix A

Items received 24 June to 22 July 2024

**Sundridge with Ide Hill Parish Council**

22 July 2024 (2024-2025)

**RECEIPTS LIST**

Code	Date	Description	Supplier			Total
HMRC	27/06/2024	VAT refund	HMRC	X	5,287.05	5,287.05
Income Nayax	15/07/2024	Toilet Door Income	Nayax Europe UAB	X	163.11	163.11
Income Casual	15/07/2024	Village Hall Hire	J H Trading	X	120.00	120.00
<b>Total</b>					<b>5,570.16</b>	<b>5,570.16</b>

**Sundridge with Ide Hill Parish Council**

Items paid 24 June to 22 July 2024

22 July 2024 (2024-2025)

**PAYMENTS LIST**

Code	Date	Description	Supplier				Total
WiFi	24/06/2024	WiFi Village Hall	Onecom Limited	S	53.94	10.79	64.73
Travel Expenses	25/06/2024	Mileage	Mrs A C Barlow	X	34.20		34.20
Supplies for meetings	25/06/2024	Coffee and Biscuits	Mrs A C Barlow	X	20.40		20.40
Email address hosting charge	25/06/2024	Additional Email account	Vision ICT	S	20.00	4.00	24.00
Internal Auditor	25/06/2024	Internal Audit 23/24	April Skies Accounting	X	510.00		510.00
Electricity and Gas	25/06/2024	Electricity	British Gas	L	81.76	4.09	85.85
Pavilion Maintenance	25/06/2024	Boiler Service	Gas Safe Solutions	S	90.00	18.00	108.00
Energy Costs	25/06/2024	Electricity	EDF Energy	L	99.59	4.98	104.57
Conveniences energy costs	25/06/2024	Electricity	EDF Energy	L	117.11	5.86	122.97
Annual Parish Meeting - Ide Hill	25/06/2024	Catering for Annual Parish Meeting	Cllr Ann Powell	X	259.49		259.49
Clerk salary	05/07/2024	HMRC Q1	HMRC	X	1,247.64		1,247.64
Travel Expenses	05/07/2024	Mileage	Mrs A C Barlow	X	36.45		36.45
Members Expenses	05/07/2024	Gift for retiring Councillor	Mrs A C Barlow	X	45.34		45.34
Supplies for meetings	05/07/2024	Coffee and Biscuits	Mrs A C Barlow	X	3.45		3.45
Energy Costs	05/07/2024	Streetlighting Electricity April to June 2024	NPower	S	1,681.17	336.23	2,017.40
Repairs	05/07/2024	Streetlight repairs	Streetlights	S	97.75	19.55	117.30
Cleaning	19/07/2024	Cleaning	Val & Sander Reytenbach	X	180.00		180.00
Conveniences cleaning	19/07/2024	Cleaning	Val & Sander Reytenbach	X	500.00		500.00

**PAYMENTS LIST**

Items to be paid @ 23 July 2023

Code	Date	Description	Supplier				Total
Travel Expenses	23/07/2024	Mileage	Mrs A C Barlow	X	17.10		17.10
Supplies for meetings	23/07/2024	Coffee and Biscuits	Mrs A C Barlow	X	14.35		14.35
Photocopier and photocopying	23/07/2024	Photocopier charges	KCC	S	87.96	17.59	105.55
Parish mobile telephone	23/07/2024	Mobile	Mrs A C Barlow	S	19.79	3.96	23.75
Parish WiFi (Clerk)	23/07/2024	WiFi	Mrs A C Barlow	X	10.00		10.00
Parish Zoom account	23/07/2024	Zoom	Mrs A C Barlow	S	11.99	2.40	14.39
Volunteer Expenses	23/07/2024	Fuel and Oil for Stubbs Wood	Dominic Rossi	S	6.77	1.35	8.12
Cleaning	23/07/2024	Additional Clean SVH	Val & Sander Reytenbach	X	30.00		30.00
Ground maintenance	23/07/2024	Tree work	All Angles Tree Care	S	950.00	190.00	1,140.00
<b>Total</b>					<b>1,147.96</b>	<b>215.30</b>	<b>1,363.26</b>

## Appendix B

### Stubbs Wood Update

Aztech have completed the invasive species work. They have recommended a further spraying session later in the summer which has been approved pending confirmation of costs.

The footpaths have had further levelling, especially along Lady Amerhurst's Drive. Final track levelling and tidying will follow completion of the works below during the summer.

Extraction and brash chipping is to take place at the end of next week; it is weather dependent so hopefully the rain will hold off for a few more days. Once it is completed, the steps to Hanging Bank will be repaired as soon as the contractor can schedule the work. Further extraction in block 2c (on the south side of Yorks Hill) has been approved. Once done, the remaining logs in the Stubbs Wood Car Park at the top of Yorks Hill will be removed.

There remains some thinning work in Blocks 1d (South West edge of the woods) and 4b (central to the Eastern part of Stubbs Wood where the bridleway climbs to the crossways) and the contractor has been given approval to do this now when the land is dry to avoid track damage, ideally with minimal impact on residents.

Once these works are completed the latch post at the south end of lady Amerhurst's Drive will be replaced as will the posts and gate at Wheatsheaf Hill car park.

We have had a visit from Natural England who were generally very happy with the work done by our contractor and our volunteers and commented that they were pleased that woodland management was taking place as so many woodlands are not being managed correctly. The inspector made a couple of small observations which we will take on board for any future work.

### Woodland Management Plan

A proposal for a working party and timeline for preparation of the Stubbs Wood Management Plan was approved at the most recent Full Council meeting. A working group is being gathered along with a schedule of actions to prepare the plan, in accordance with Forestry Commission Standards, for completion before the end of 2024. Updates and requests for community feedback will be scheduled for future Ide Hill Amenities Committee meetings.