

**Minutes of Full Council Meeting held on Monday 26 January 2026
at Sundridge Village Hall at 7.45pm**

Present: Cllrs Allgood, Banbrook, Coles, De Bono, Fribbens, Evans (Chair), Maybury and Wilson

Apologies: Cllr Collins, Manley and Powell, Cllr Williams (County & District)

Attendance: Cllr Sandra Robinson (District) (in part) and Cllr Michelle Alger (District) (in part), 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 Collins, Manley and Powell and Cllr Williams (County).

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**

Cllr Williams has sent his apologies.

4. **Report from District Councillor**

Cllr Alger reported she had gone to the recycling shop at Allington. It was a very good experience and Cllr Alger advised that everything from Dunbrik is going to Allington at the moment. KCC is reviewing their strategy.

Cllr Robinson reported that:

The accounts from Sevenoaks District Council have been disclaimed as the Council could not provide the supporting documents in time.

Scrutiny Committee – Junction of Westerham Junction/Chipstead - she had met with the Chief Inspector of Police in Sevenoaks. Cllr Robinson asked for everyone to please report any incidents to the Police via My Community Voice.

Cllr Robinson advised that she has been contacted about the flood in Church Road and the drainage work is being done on 20 February 2026.

Cllr Alger advised that she is asking SDC what they are doing with the Revenue from the car parks.

Cllrs Alger and Robinson left the meeting.

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 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.

7. To approve as a correct record the **Minutes** of the Parish Council meetings held on 8 December 2025

Members resolved to agree the minutes of the meeting held on 8 December 2025.

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

None.

9. **Finance, Personnel & Governance items**

9.1 To agree the items received, paid and payable

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

9.2 To note the draft minutes of the Finance & Personnel Committee Meeting held on 19 January 2026.

Noted.

9.3 To agree the budget for 2026-27

Members unanimously agreed to set the budget for 2026/27 at £125,090.

Members unanimously agreed to set the budget for the Village Hall for 2026/27 at £8,390.

Full details are included at Appendix B.

9.4 To agree the precept for 2026-27

2026/27

Tax base is 943.61

Precept £95,000

$£95,000/943.61 = £100.68$

Payments : £125,090

Less

Income: £30,090

£95,000

Members unanimously agreed to set the precept for 2026/27 at £95,000.

9.5 To agree, if appropriate, the Landscape Services Contract for 2026/27

Members resolved to agree the Landscape Services Contract for 2026/27.

9.6 To agree, if appropriate, the purchase of "flood" prevention kit

Members agreed to allocate a budget of £1,000 towards the flood prevention kit.

9.7 To agree, if appropriate, the purchase of a critical First Aid kit for both Sundridge and Ide Hill

Members agreed to purchase two First Aid kits at a cost of £45 each.

9.8 To discuss awarding a grant to the Sevenoaks Volunteer Transport Group

Members resolved to award a grant of £150 to the Sevenoaks Volunteer Transport Group.

10. Ide Hill

10.1 To note the draft minutes of the Ide Hill Amenities Committee meeting on 12 January 2026.

Noted.

10.2 To discuss and agree the following in relation to Stubbs Wood

10.2.1 Presentation by Kate Harvey of Maydencroft – to confirm the final details

Members agreed the time, date and location of the meeting. It was agreed that Cllr Allgood would Chair the meeting.

10.2.2 Current position with regard to the Stubbs Wood Management Plan and the RPA Grant.

Cllr Fribbens advised that the Parish Council will be applying for the Countryside Higher Tier award. The Parish Council will now complete and send the pre-application to the RPA this week.

Cllr Maybury reported that the Forestry Commission has agreed in writing that the current Woodland Management Plan can be extended to 2029 to align with the maturity dates of the felling licences.

10.2.3 Tree Survey

The Clerk is awaiting a quote from other companies to carry out tree surveys.

10.3 To consider and agree, if appropriate, a request to use Ide Hill Green on 23 to 25 May 2026.

Members resolved to agree that Ide Hill Green can be used on 23 to 25 May 2026 for the Ide Hill Village Fete.

11. Sundridge

11.1 To note the Sundridge Amenities update

Noted. It was agreed that the Sundridge Amenities Committee will hold a meeting shortly.

11.2 To discuss and agree, if appropriate, next actions with regard to Bowser's Meadow

Members agreed to discuss Bowers Meadow at the Sundridge Amenities Committee meeting.

11.3 To consider and agree, if appropriate, a request to use Sundridge Recreation Ground on 12 July 2026.

Members resolved to agree Sundridge Recreation Ground can be used on 12 July 2026 for the School Fete.

12. General Items

To receive an update and make any decisions regarding allocation of funds and next actions, if appropriate.

12.1 Streetlighting

No issues to report.

12.2 Highways

12.2.1 Speeding

Members noted the chart and asked the Clerk to speak to Cllr Williams (County) about getting more information about the data from Kent Highways.

12.2.2 Salt bags and Winter Plan

It was agreed to put information about the grit bins on social media platforms.

12.3 Correspondence

None.

13. Dates of next meetings

13.1 Dates of the next meetings of the Parish Council

It was suggested that the date of the next meeting may need to be moved due to the availability of Members.

Monday 16 February 2026

Full Council Meeting at 7.45pm – Sundridge Village Hall

Appendix A

9.1 To agree the items received, paid and payable

RECEIPTS 8 DECEMBER 2025 TO 23 JANUARY 2026

Code	Date	Description	Supplier			Total
Income Dance School	07/01/2026	Dance hall hire	Judith Essex School of Dance	X	905.49	905.49
Income Casual	13/01/2026	Hall Hire	Hall Hire Casual	X	140.00	140.00
Income Nayax	15/01/2026	Toilet Door Income	Nayax Europe UAB	X	1,787.21	1,787.21
Income Casual	20/01/2026	Village Hall Hire	Hall Hire Casual	X	45.00	45.00
Income Casual	26/01/2026	Hall Hire	Hall Hire Casual	X	45.00	45.00
Total					2,922.70	2,922.70

PAYMENTS LIST 8 DECEMBER 2025 TO 22 JANUARY 2026

Code	Date	Description	Supplier			Total	
Travel Expenses	08/12/2025	Mileage	Mrs A C Barlow	X	53.55	53.55	
Supplies for meetings	08/12/2025	Coffee and Biscuits	Mrs A C Barlow	X	35.00	35.00	
Photocopier and photocopying	08/12/2025	Photocopier	KCC	S	59.60	11.92	71.52
Software Adobe	08/12/2025	Adobe software	Mrs A C Barlow	S	10.95	2.19	13.14
Parish mobile telephone	08/12/2025	Mobile	Mrs A C Barlow	S	19.79	3.96	23.75
Parish WiFi (Clerk)	08/12/2025	WiFi	Mrs A C Barlow	X	10.00		10.00
Parish Zoom account	08/12/2025	Zoom	Mrs A C Barlow	S	11.99	2.40	14.39
Electricity and Gas	08/12/2025	Gas Village Hall	British Gas	L	202.22	10.11	212.33
Electricity and Gas	08/12/2025	Electricity Hall	British Gas	L	67.20	3.36	70.56
Energy Costs	08/12/2025	Electricity Sundridge Rec	EDF Energy	L	128.59	6.43	135.02
Water	08/12/2025	Water Rec	Castle Water	X	33.48		33.48
Volunteer Expenses	08/12/2025	Fuel and Oil for Stubbs Wood	Dominic Rossi	X	2.33		2.33
Conveniences supplies	08/12/2025	Toilet supplies	Goldservice	S	283.40	56.68	340.08
Conveniences energy costs	08/12/2025	Electricity Toilets	EDF Energy	L	74.90	3.74	78.64
Christmas festivities Ide Hill	08/12/2025	Christmas expenses	Clir M Fribbens	X	118.23		118.23
Christmas festivities Ide Hill	08/12/2025	Christmas expenses	Clir M Fribbens	S	15.17	3.04	18.21
Playground Equipment	08/12/2025	Goalposts for Goathurst Common	W Design and Build Ltd	S	750.00	150.00	900.00
Cleaning	17/12/2025	Cleaning	Val & Sander Reytenbach	X	180.00		180.00
Conveniences cleaning	17/12/2025	Cleaning	Val & Sander Reytenbach	X	500.00		500.00
WiFi	31/12/2025	WiFi Village Hall	Onecom Limited	S	89.29	17.86	107.15
Supplies for meetings	15/01/2026	Coffee and Biscuits	Mrs A C Barlow	X	14.50		14.50
Supplies for meetings	15/01/2026	Coffee cups	Mrs A C Barlow	S	14.16	2.83	16.99
Subscriptions	15/01/2026	SLCC Subscription for Clerk (50%)	Society of Local Council Clerks	X	316.00		316.00
Hire of Ide Hill Village Hall	15/01/2026	Ide Hill Hall Hire	Ide Hill Village Hall Trust	X	36.00		36.00
Photocopier and photocopying	15/01/2026	Photocopier charges	Commercial Services	S	65.79	13.16	78.95
Photocopier and photocopying	15/01/2026	Printer supplies	Sharp Business Systems UK PLC	S	15.00	3.00	18.00
Parish mobile telephone	15/01/2026	Mobile	Mrs A C Barlow	S	19.79	3.96	23.75
Parish WiFi (Clerk)	15/01/2026	WiFi	Mrs A C Barlow	X	10.00		10.00
Parish Zoom account	15/01/2026	Zoom	Mrs A C Barlow	S	11.99	2.40	14.39
Payroll	15/01/2026	Payroll	DM Payroll Services Ltd	S	105.00	21.00	126.00
Energy Costs	15/01/2026	Electricity Streetlights	NPower	S	2,663.90	532.78	3,196.68
Repairs	15/01/2026	Streetlight repairs	Streetlights	S	1,515.00	303.00	1,818.00
Repairs	15/01/2026	Streetlight repairs	Streetlights	S	105.00	21.00	126.00
Repairs	15/01/2026	Streetlight repairs	HMRC	S	1,515.00	303.00	1,818.00
Hedges	15/01/2026	Hedge Cutting Ide Hill	Paul Scott Farm Contractor	S	100.00	20.00	120.00
Dog Bins	15/01/2026	Emptying dog bins	Sevenoaks District Council	S	546.00	109.20	655.20
Electricity and Gas	15/01/2026	Gas - Hall	British Gas	L	180.43	9.02	189.45
Electricity and Gas	15/01/2026	Electricity Hall	British Gas	L	98.19	4.91	103.10
Energy Costs	15/01/2026	Electricity - Rec	EDF Energy	L	332.29	16.61	348.90
Water	15/01/2026	Water Rec	Castle Water	S	27.90	5.58	33.48
Volunteer Expenses	15/01/2026	Fuel and Oil for Stubbs Wood	Dominic Rossi	S	18.32	3.67	21.99
Conveniences energy costs	15/01/2026	Electricity - toilets	EDF Energy	L	180.80	9.04	189.84
Ground maintenance	15/01/2026	Ditch Clearance	Countryside Services Ltd	S	375.00	75.00	450.00
Christmas Trees	15/01/2026	Christmas Trees	Jim Smart	X	410.00		410.00
Cleaning	20/01/2026	Cleaning	Val & Sander Reytenbach	X	180.00		180.00
Conveniences cleaning	20/01/2026	Cleaning	Val & Sander Reytenbach	X	500.00		500.00

Sundridge with Ide Hill Parish Council

ITEMS TO BE PAID AT 26 JANUARY 2026

Code	Date	Description	Supplier			Total	
Travel Expenses	26/01/2026	Mileage	Mrs A C Barlow	X	55.80	55.80	
Supplies for meetings	26/01/2026	Coffee and Biscuits	Mrs A C Barlow	X	8.89	8.89	
Supplies for meetings	26/01/2026	Coffee and Biscuits	Mrs A C Barlow	X	17.35	17.35	
Grass cutting	26/01/2026	Grounds Maintenance 2024 (October, November, December)	Commercial Services	S	1,271.22	254.24	1,525.46
Cleaning	26/01/2026	Deep clean of Pavilion and Village Hall	C H Specialist Services	X	600.00		600.00
Cleaning	26/01/2026	Deep clean of Pavilion and Village Hall	C H Specialist Services	X	600.00		600.00
Energy Costs	26/01/2026	Calor Gas	Calor Gas	L	11.98	0.60	12.58
Renovations	26/01/2026	Reconfiguration of Kitchen	Banbrook Handyman ar	X	520.00		520.00
Booking Software	26/01/2026	Scribe Accounting Software	Scribe	S	348.00	69.60	417.60
Christmas festivities Sundridge	26/01/2026	Christmas expenses	Mrs Gill Hughes	S	112.46	22.49	134.95
Christmas festivities Sundridge	26/01/2026	Christmas expenses	Mrs Gill Hughes	S	356.97	71.40	428.37
Christmas festivities Sundridge	26/01/2026	Christmas expenses	Cllr J Banbrook	X	226.94	41.41	268.35
Christmas Trees	26/01/2026	Christmas expenses	Kevin Smith	X	23.00		23.00
				Total	4,152.61	459.74	4,612.35

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Appendix B – 2026-27 Budget

Administration

Costs		2025-26				2026-27	
		Receipts		Payments		Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Budget
127	Bank Charges			150.00	72.15		150.00
131	Defibrillators			1,575.00	1,638.12		1,500.00
20	Email address hosting charge			315.00	73.33		330.00
10	Hire of Ide Hill Village Hall			100.00	198.00		100.00
7	Insurance Policy			2,700.00	2,849.06		2,800.00
24	Miscellaneous Contingency			100.00	50.00		105.00
21	Parish mobile telephone			300.00	197.90		315.00
22	Parish WiFi (Clerk)			120.00	100.00		120.00
23	Parish Zoom account				119.90		
16	Photocopier and pf	350.00	211.77	500.00	359.48	275.00	550.00
14	Postage			50.00			50.00
15	Printing			50.00			50.00
139	Scribe Accounting Software			630.00	561.60		600.00
18	Software Adobe			200.00	142.35		200.00
17	Stationery			100.00			100.00
9	Subscriptions		979.99	1,260.00	2,009.32	250.00	1,350.00
8	Supplies for meetings			250.00	160.22		250.00
13	Training			500.00	190.00		500.00
4	Travel Expenses			500.00	346.23		500.00
19	Website Maintenance			315.00	583.65		330.00
SUB TOTAL		350.00	1,191.76	9,715.00	9,651.31	525.00	9,900.00

Sundridge with Ide Hill Parish Council

General - Events and		2025-26				2026-27	
		Receipts		Payments		Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Budget
79	Annual Parish Meeting - Ide Hill			350.00			350.00
148	Annual Parish Meeting - Sundridge			350.00	465.00		350.00
76	Christmas festivities Ide Hill			350.00	133.40		350.00
77	Christmas festivities Sundridge			500.00	182.99		550.00
135	Christmas Trees			400.00	433.00		450.00
80	Great British Spring Clean			100.00			100.00
82	Operation Menai Bridge			75.00			75.00
78	Remembrance Sunday			75.00	75.00		75.00
137	Spring/Summer Event - Ide Hill			850.00	767.76		500.00
138	Summer Event - Sundridge						300.00
SUB TOTAL				3,050.00	2,057.15		3,100.00

General - Income		Last Year 2025-2026				Current Year 2026-2027	
		Receipts		Payments		Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Budget
160	Bank Interest		110.81			1,000.00	
134	Bank Transfer						
90	Grants						
103	HMRC	9,000.00	25,433.56			10,750.00	
89	Precept	85,000.00	85,000.00			95,000.00	
159	Property Sale		157,680.80				
133	SDC CIL						
91	Sevenoaks District Council CIL						
SUB TOTAL		94,000.00	268,225.17			106,750.00	

Sundridge with Ide Hill Parish Council

General - Members

Last Year 2025-2026

Current Year 2026-2027

Code Title	Receipts		Payments		Receipts	Payments
	Budget	Actual	Budget	Actual	Budget	Budget
6 Election Expenses						
5 Members Expenses			100.00	49.72		200.00
SUB TOTAL			100.00	49.72		200.00

General - Professional

2025-26

2026-27

Code Title	Receipts		Payments		Receipts	Payments
	Budget	Actual	Budget	Actual	Budget	Budget
158 Auctioneer				350.00		
29 External Auditor			500.00			500.00
28 Internal Auditor			500.00	333.30		500.00
25 Legal Costs			500.00			500.00
156 Legal Services				59.60		
27 Payroll			275.00	231.00		300.00
46 ROSPA Inspection (Playgrounds)			350.00			350.00
SUB TOTAL			2,125.00	973.90		2,150.00

General - Streetlighting

2025-26

2026-27

Code Title	Receipts		Payments		Receipts	Payments
	Budget	Actual	Budget	Actual	Budget	Budget
31 Energy Costs			7,000.00	8,780.37		9,000.00
30 Maintenance Contract			2,600.00	2,518.28		2,750.00
32 Repairs and Maitenance			6,260.00	11,163.50		6,650.00
SUB TOTAL			15,860.00	22,462.15		18,400.00

Sundridge with Ide Hill Parish Council

		2025-26		2026-27	
Grants		Receipts		Payments	
Code	Title	Budget	Actual	Budget	Actual
85	Grass cutting Church			2,000.00	2,000.00
84	Ide Hill Village Hall Trust			1,500.00	1,500.00
86	Other grants			1,500.00	250.00
86	Sundridge Village Hall Grant				690.00
SUB TOTAL				5,000.00	2,250.00

		Last Year 2025-2026		Current Year 2026-2027	
Grounds Maintenance		Receipts		Payments	
Code	Title	Budget	Actual	Budget	Actual
43	Dog Bins			1,500.00	2,678.00
40	Grass cutting			13,775.00	10,342.37
42	Hedges			500.00	100.00
45	Miscellaneous Contingency			500.00	100.00
143	Pest Control			500.00	500.00
41	Tree work			500.00	300.00
SUB TOTAL				17,275.00	13,520.37

		2025-26		2026-27	
Highways		Receipts		Payments	
Code	Title	Budget	Actual	Budget	Actual
36	Bus Shelters			250.00	250.00
39	Miscellaneous Contingency				
38	Notice boards			200.00	200.00
37	Village signs			250.00	1,500.00
SUB TOTAL				700.00	1,950.00

**Ide Hill -
Goathurst**

Code Title	2025-26				2026-27	
	Receipts		Payments		Receipts	Payments
	Budget	Actual	Budget	Actual	Budget	Budget
109 Maintenance			250.00			250.00
152 Playground Equipment		1,513.68		37,695.41		
154 Playground Fundraising		400.00				
150 Playground Grant		12,500.00				
SUB TOTAL		14,413.68	250.00	37,695.41		250.00

**Ide Hill - Stubbs
Wood**

Code Title	2025-26				2026-27	
	Receipts		Payments		Receipts	Payments
	Budget	Actual	Budget	Actual	Budget	Budget
33 General Costs			3,400.00			3,500.00
120 Income Cycling Clu	200.00	200.00			200.00	
128 Income General						
119 Income RPA	4,700.00					
34 Professional Services			1,000.00	1,100.00		1,000.00
144 Training			1,000.00			500.00
35 Tree Survey			500.00			750.00
145 Volunteer Expenses			800.00	177.22		750.00
SUB TOTAL	4,900.00	200.00	6,700.00	1,277.22	200.00	6,500.00

Sundridge with Ide Hill Parish Council

Ide Hill Car Park and Public

		2025-26				2026-27	
		Receipts		Payments		Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Budget
64	Conveniences cleaning			6,000.00	5,000.00		6,000.00
66	Conveniences door pay system				910.00		
68	Conveniences energy costs			680.00	905.42		900.00
65	Conveniences Maintenance			1,000.00	120.00		1,000.00
67	Conveniences supplies			550.00	563.94		550.00
69	Conveniences water			1,000.00	4,828.33		1,000.00
63	Ide Hill car park (at public conveniences)			500.00			500.00
122	Income Grant						
123	Income Nayax	2,500.00	555.63			2,700.00	
71	Miscellaneous Contingency			150.00	4.00		150.00
70	Sevenoaks District Council Rates			370.00			
	SUB TOTAL	2,500.00	555.63	10,250.00	12,331.69	2,700.00	10,100.00

Ide Hill Recreation

		2025-26				2026-27	
		Receipts		Payments		Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Budget
87	Ground maintenance			250.00			250.00
146	Hedge Cutting			250.00			250.00
153	Ide Hill Green			250.00			250.00
88	Playground maintenance			250.00			250.00
	SUB TOTAL			1,000.00			1,000.00

**Sundridge -
Bowers**

Last Year 2025-2026

Current Year 2026-2027

Code Title	Receipts		Payments		Budget	Budget
	Budget	Actual	Budget	Actual		
73 Ground maintenance			4,250.00	375.00		4,000.00
72 Playground maintenance			250.00			250.00
SUB TOTAL			4,500.00	375.00		4,250.00

**Sundridge -
Coronation**

2025-26

2026-27

Code Title	Receipts		Payments		Budget	Budget
	Budget	Actual	Budget	Actual		
74 Coronation memorial						
75 Ground maintenance			2,000.00			2,000.00
SUB TOTAL			2,000.00			2,000.00

**Sundridge &
Brasted Social**

2025-26

2026-27

Code Title	Receipts		Payments		Budget	Budget
	Budget	Actual	Budget	Actual		
147 Legal Costs				1,261.00		
125 Maintenance			250.00			250.00
SUB TOTAL			250.00	1,261.00		250.00

Sundridge Recreation

2025-26

2026-27

Code	Title	Receipts		Payments		Receipts	Payments
		Budget	Actual	Budget	Actual	Budget	Budget
59	Adult exercise equipment			50.00			50.00
56	Cleaning			350.00			300.00
60	Energy Costs			1,500.00	4,063.55		1,500.00
58	Ground Maintenance			400.00	300.00		500.00
115	Income Casual						
117	Income Ide Hill Foot	3,000.00	3,300.00			3,300.00	
116	Income Radnor Hot	10,000.00	7,750.00			11,000.00	
124	Income Sundridge /	600.00	110.00			615.00	
62	Miscellaneous Contingency			500.00	20.00		500.00
57	Pavilion Maintenance			3,000.00	1,125.00		3,000.00
130	Professional Services						
142	Sundridge Pavilion Renovations			1,510.00	3,007.00		1,500.00
61	Water			250.00	62.81		250.00
	SUB TOTAL	13,600.00	11,160.00	7,560.00	8,578.36	14,915.00	7,600.00

Summary

TOTAL	123,425.00	301,096.05	127,425.00	150,261.89	125,090.00	125,090.00
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Apendix B

Detailed Budget Summary

SUNDRIDGE VILLAGE HALL

2025-26

2026-27

Code Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget
155 Booking Software			500.00						450.00
132 Car Park			500.00						350.00
47 Cleaning			2,500.00	1,800.00					2,160.00
49 Electricity and Gas		390.00	3,000.00	3,630.71					3,000.00
111 Income Boogie Bou	1,575.00	504.00			1,500.00				
114 Income Casual	1,500.00	1,600.00			2,000.00				
110 Income Dance Sch	4,000.00	1,915.81			4,200.00				
113 Income Pilates	1,000.00	540.00							
48 Maintenance		400.00	500.00	600.00					500.00
54 Music Licence			175.00	153.78					180.00
141 Renovations			2,750.00						1,000.00
151 Supplies			250.00						200.00
50 Water			100.00						
52 WiFi			550.00	743.86					550.00
Grant from Parish Council					690.00				
SUB TOTAL	8,075.00	5,349.81	10,825.00	6,928.35	8,390.00				8,390.00

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