

Stubbs Wood Committee
Minutes of a meeting held at Ide Hill Village Hall
on Monday 1 June 2026 at 6.30 pm

Present: Cllrs Coles, De Bono, Fribbens, Manley (Chair) and Maybury
Mr Jeff Mashburn, Mr Dominic Rossi, Mr Richard Redding
and Mrs Katie Wennink

In attendance: 8 members of the public (the majority in part), Mrs A Barlow (Clerk)

Apologies: Cllr Ann Powell and Mr Adam Ashworth

1. To receive apologies and reasons for absence.

Apologies were received and accepted from Cllr A Powell and Mr Ashworth.

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 matters they have related to Stubbs Wood. Please note this item will be limited in time at the discretion of the Chairman.

- There was a question about the structure of the Committee, Cllr Manley and the Clerk advised that the Committee is a formal Committee of the Parish Council and has delegated powers.

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.

None.

5. Introduction to Stubbs Woods: a brief history, the rationale for establishing the committee, and its long-term objectives.

Cllr Manley gave a brief history of Stubbs Wood and it is attached at Appendix A.

6. Stubbs Wood Current Items

6.1 Countryside Stewardship Higher Tier (CSHT)/Rural Payments Agency (RPA)/Grants
Cllr Maybury gave an update and this is included at Appendix B.

6.2 Tree Survey

Cllr Manley advised that a tree survey has to be carried out every 3 years. The work identified has been quoted at about £30,000. The Clerk confirmed that the trees with the highest risk trees had now been done and the invoice of £6,020 has been received.

6.3 Insurance for Tractor

The Clerk advised that she is awaiting a response from the insurance company.

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6.4 Woodland Walk on 27 June 2026

Cllr Manley advised that there is Woodland Walk on 27 June 2026 and all residents of both Sundridge and Ide Hill are invited to attend with refreshments afterwards on Ide Hill Recreation Ground. Details are included at Appendix C.

6.5 Bonfires in the Woods

It was noted that there had been some illegal activity in the woods such as bonfires and it was agreed the Clerk should get some signage advising NO Fires, Litter, Glass in the wood.

7. Stubbs Wood Accounts

7.1 To note the accounts as at 31 May 2026

The Committee noted the accounts at 31 May 2026 at Appendix D.

8. Stubbs Wood Correspondence

8.1 Brasted Parish Council

Members of the Committee felt that this would be of interest to approach other local Councils to see if they would be interested in being involved in the management of Stubbs Wood.

It was agreed that Cllr Fribbens and the Clerk would draft a response to Brasted Parish Council.

8.2 Ide Hill Society

Members thanked the Ide Hill Society for their letter which was extremely helpful.

9. To discuss future initiatives and agree next steps, if appropriate, in preparation for the Community Consultation Meeting scheduled for 3 July.

Members of the Committee discussed various items and the following points were discussed and agreed.

- Set up QR code for donations. - Katie Wennick
- Separate banking account for Stubbs Woods. - the Clerk advised that it was against best practice to have additional bank accounts but any money raised specifically for Stubbs Wood would be ring fenced and could only be used for Stubbs Wood. This money would remain in reserves through each financial year.
- To consider setting up a Friends of Stubbs Woods Charitable trust – Katie Wennick, Richard Redding
- To consider the income value for Larch in 1 d/e.- Dominic Rossi, Jeff Mashburn
- Notice Boards, info and capital grants application and costings. - Dom, Sharron, Russell, Amanda.
- Grant Applications – CSHT grant and associated grants need to be officially applied for by the Clerk. This would be supports by Cllrs Maybury and Manley.
- The use of the woods for forestry education – Jeff Mashburn
- To discuss sharing the responsibility of the woods with other local Town and Parish Councils – Cllr Fribbens

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- To consider setting up a legacy donation facility within the Friends of Stubbs woods information and how this would work with charitable status.
- To arrange for a link from existing PC website to new Stubbs Woods website – Clerk.
- To look at commercial options such as the Yurts Shepherd Huts – Katie Wennick and Richard Redding.
- To look at the options of hiring out the Woods as a filming location – Cllr Manley
- To consider various fundraising events - Annual summer and winter walks, Halloween fun lantern walks. Film nights – Cllrs Coles and Manley, Katie Wennick.
- To consider an annual budget required by the Parish Council to fund the extras in the woods, planting, training, volunteers etc.- Cllrs Coles, Fribbens, Manley, Maybury and Clerk
- To look at the options of weekend warrior woodland volunteers perhaps quarterly, recruit working members of the community to volunteer. - Jeff Mashburn

10. Date of next meeting

24 June 2026

Appendix A

Stubbs Wood was sold to the London Authority to start the Green Belt in 1926. It was then called Hanging Bank and Brockley Mount. In 1940 the land was sold to Kent Council for £4352. Then in 2015 Sundridge with Ide Hill Parish Council purchased it for a £1. It is an SSSI for its diverse woodland plants and underlying geology. (Green Sand Ridge)

Stubbs Woods comes with restrictive covenants, the most important of which are:

- 1 All public rights of way must be preserved and maintained and never can be blocked in any way.
2. The property shall not be used for any other purpose other than a public open space for walking and pleasure, recreation, physical training and education.
3. No alterations to any parts of the property other than consisting of coppices and woodlands.
4. No trees should be wilfully destroyed other than, thinning, or for felling and replanting operations in accordance with good forestry principles.
5. The whole cannot be sold in Lots.
6. Buildings may be erected if they are ancillary to the purpose or purposes for which the property is being used.

The original Woodland Management Plan was started in 2018 reviewed in 2022 and ends in 2027. the Management objectives of the last Woodland Management Plan were,

1. Manage the woodland for quiet public recreation.
2. Maintain and enhance Biodiversity. Widening rides, thinning, clearing storm damage and returning the woods to mainly native broad leaf cover, protect the ground flora from over shading and controlling pests Himalayan balsam, Laurel and Rhododendron.
- 3 Restore coppicing cycles.
- 4 Identifying and protecting veteran trees.
5. Monitoring threats, squirrel and deer.
6. Keep less accessible areas of the woodland undisturbed.
7. Keep a portion of dead wood in stands.
- 8 Carrying out enrichment planting where necessary.
9. Manage the woodland to provide a source of income, coppicing on 20–25-year cycles, thinning of Broad leaves on 10-year cycle.
10. Maintain historical environment features, provide interpretation of features and their importance, ensure they are protected from damage and disturbance during woodland operations.

We completed 6.6 acres of coppicing leaving 3.4 uncut. 10 acres were agreed in the woodland management plan in 2024.

Stubbs Woods was given a £15,000 payment as a one-off donation from the environment agency.

We had a final RPA grant of £4724 for 2024-25. Russell will discuss the future grants and application time lines. The Forestry Commission and Natural England's visit in March, extension to felling licences etc.

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No yearly grant and income of only £200 for Cycling club car park rent.

This year we have had our 3 yearly tree survey and the total cost for the work to be done is approx. £30000.

So, Stubbs Woods is now starting to cost us dearly and the Parish Council as a whole cannot afford that spend which would be approx. 30 percent of our total parish precept.

With these things in mind the PC has decided to create a committee to who's sole dedication is to look at the future of the woods, funding, sources of income and working toward the next woodland management plan.

The purpose and function of the committee is:

- Oversee the management and preservation of Stubbs Woods.
- Consider and develop proposals relating to its use, conservation and enhancement.
- Promote the long-term stewardship of Stubbs woods for the benefit of the community.
- Make recommendations to the Full Parish Council on matters outside of its delegated authority.

The committee will meet at least every quarter. It will prepare a presentation for the benefit of the Community Engagement meeting on 3rd July.

We have two dedicated teams that currently help enormously with Stubbs Woods, the SWVG and SWAG. It is our wish that these two bodies stay intact and continue to give advice and help with the weekly woodland management, their tireless commitment to the woods is greatly appreciated by the PC and all local villagers.

We all want Stubbs Woods to not just survive but also to thrive and would like to consider all long-term possibilities for this much love Parish asset.

Appendix B

Countryside Stewardship Higher Tier (CSHT)/Rural Payments Agency (RPA)/Grants

The Parish Council received an invitation from the RPA to apply for grants and confirmed to the RPA that they would like to apply for some grants. It was advised that the Parish Council should seek advice from the Forestry Commission and Natural England.

The Ide Hill Councillors met with representatives of the Forestry Commission and Natural England to get their advice and input on the way forward for our Woodland Management Plan and associated approvals and potential grants on Tuesday 24th March. A thorough review of the current situation and limitations was undertaken and good suggestions on our options were received.

The current Woodlan Plan will run to so there is no urgency.

Grants will not cover the costs of all the work.

The next steps to the pre-app are as follows:

- Two completed species management plans on a PA7 templates submitting to me for the Balsam and the laurel. This needs to be submitted to and approved by the FC in order to approve the pre app and move forward to CSHT full application.
- The PC will need to re-apply for the SSSI works consent, which will also be needed for CSHT stage.
- Regarding the creation of the new 2 zone ride – A new licence for creating perm open space should be submitted but this can be done in a few years and there is no rush for the works to be done. (Don't need to do this for pre app/CSHT approval)
- The larch compartment – this is currently a thin which is max removal of 30%. To remove it all (which we are all in agreement on) then a new licence for a clear fell needs to be submitted with NBL replanting in line with the requirements of the SSSI as Phil and Charlotte discussed. (Don't need to do this for pre app/CSHT application)
- The dormice subject – Charlotte is going to look into the funding of this for you as it's not something the FC generally deal with, training and nesting boxes etc. I discussed one of the CSHT Support for Threatened species which is on the list of options with your colleague who seemed keen. I have explained that this may not be worth doing as you'll already be supporting dormouse habitat with the work you'll be doing as part of the CWD2 option and also with the coppicing of the hazel areas and encouraging the bramble etc. If you want to look into this funding option, there is a form that needs to be filled in and submitted now. [CSP9: Support for threatened species - GOV.UK](#) The form is on this page, if you struggle to find it, I can send you a copy. It is confusing but basically NE sign this off and will need to visit and make an assessment. You may find it is another hoop to jump to get pre app sign off so have a chat with the group and decide if you are absolutely sure as it's not a huge amount of money for delaying the sign off of your pre app. As discussed, I think we were in agreement that you were already supporting dormice and will continue to do so without additional support. Charlotte what are your thoughts?
- Management of the historic feature. An interesting one but one that will require a 'robust' report setting out exactly what you have, what you want to do and why etc, threats and objectives and how this all ties in with the management of the woodland long term. I can sign off the pre app without it, but it will need to be produced and uploaded as part of the full CSHT application. So again, another one to carefully consider whether you have the volunteer numbers and commitment over the 10 years to do the work you may be signed up to as well as all the other bits.
- Rhodo control, this is fine but needed including in the full application map or on a sperate map as part of the application, there are different levels available for low, med, high so that indicates the heigh of the rhodo. Please note you can submit many maps if it's easier, but each map needs to have the parcels, relevant options, rides, compartments, SBI number and estate name on them with a clear key. We basically need to see and understand where you want to apply each option. Rhodo can be a bit confusing so if you're not sure give me a shout. The areas you showed me, I would class as med looking at the heigh and spread but dispersed across the site. So, I support the rhodo funding based on what I saw today but you'll need to map it out etc.
- Full application maps for CSHT application stage (after pre app approval stage) – you are going to speak to an agent and ask them to produce the maps for this which is advisable.

Sundridge with Ide Hill Parish Council

Summer Walk

Saturday 27th June 2026



**Guided walk through Stubbs Wood followed by tea and cakes
on the Ide Hill Recreation Ground**

Dogs on leads welcome. • Children must be accompanied by an adult.

Meet on Ide Hill Village Green
at 2.00pm

Tea and Cake on Ide Hill Recreation
Ground at 3.00pm

All residents from Sundridge and
Ide Hill are welcome to join us.



clerk@sundridgewithidehill-pc.gov.uk
Parish Mobile: 07495 962372

Appendix D

	Receipts	Receipts Ring Fenced	Payments	Payments against ring fenced income
Stubbs Wood Budget @ 31 May 2026				
	Receipts	Ring Fenced	Payments	Payments against ring fenced income
Carried f/wd from 2025/26	0			
Payments to 31 May 2026				
Receipts to 31 May 2026			119.58	
In budget from Parish Council	6,500.00			
Transfer from Reserves (April 2026)	6,000.00			
Plus receipts	<u>0</u>			
	<u>12,500.00</u>			
Less payments	<u>-119.58</u>			
	£12,380.42			