**Sundridge with Ide Hill Parish Council**

**Minutes of Full Council Meeting**

**Monday 21 March 2016, 7:00pm, Village Hall, Sundridge**

**Present**: Cllr Jolley Chair

Cllrs Baker, Banbrook, Denbigh, Edmonds, Evans, Hughes and Stokes.

Mrs S Codling - Clerk

6 members of the public

**Apologies:** Apologies were received from Cllr Mrs Lovegrove (health). All apologies were accepted.

**Declarations of interest**: None.

1. **Minutes of the Meeting, 22 February 2016**

The minutes were approved and signed as a true and accurate record.

1. **Matters arising from the Minutes**

None.

1. **Public Open Session**

Mr Blakemore advised that the junction of Chapmans Road has been churned up following a lorry mounting the pavement. The Parish Council was advised that rese not using their designated parking spaces but are parking at the junction. Yellow lines were requested.

Cllr Stokes advised that the proposed parking scheme by Sevenoaks District Council was not supported by local residents and, therefore, will not take place. However, residents could approach either SDC or KCC asking them to do something. The Chair advised that the Parish Council will write to Sevenoaks District Council asking for suggestions. **Action: Clerk**

Mr Hardey, Chair Brasted Parish Council, advised that Brasted Parish Council fully support Sundridge with Ide Hill Parish Council regarding the Social Club. However, Brasted wish for the lease to be monitored to ensure the Club adheres to the terms of the lease.

The Clerk is to instruct the solicitor and ask for a timescale before the lease can be signed. **Action: Clerk**

There is to be a Committee set up to work with the Social Club.

Mr Hardey also advised that they are completing a week of Speedwatch which is going very well. Councillors noted that the next Speedwatch training is 6.30pm, 20 April 2016 at SDC offices.

1. **Reports from Representatives on Outside Bodies**

None.

1. **Communications**

*See Appendix A*

Cllr Stokes requested information about parish and town councils having the right to appeal planning decisions. The Clerk is to circulate. **Action: Clerk**

Cllr Stokes also enquired about beacons for the Queen’s 90th birthday. There is nothing taking place within the parish on the designated day so no action needs to be taken.

1. **Committees**

**Finance and Personnel Committee**

1. **Payment of Accounts**

The accounts were approved, with one abstention.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Chq No | Payee | Details |  Basic Amount  |  VAT  |  Total Payable  |
|   |   |   |  £  |  £  |  £  |
| 253 | TD Geer Ltd | Check heating, Sundridge Village Hall | 45.00  | 9.00  | 54.00  |
| 254 | Thames Water Utilities Ltd | Ide Hill Conveniences, Nov-Feb | 53.90  | 5.09  | 58.99  |
| 255 | Thames Water Utilities Ltd | Sundridge Village Hall, Nov-Feb | 149.99  | -  | 149.99  |
| 256 | D Brett | Grass Cutting, Sundridge | 820.00  | -  | 820.00  |
| 257 | Streetlights | Col 21, temporary lantern | 27.50  | 5.50  | 33.00  |
| 258 | Brasted Parish Council | SBSC, Interim bill to 24 August 2015 | 125.00  | -  | 125.00  |
| 259 | Greencut Horticulture Ltd | Tree Survey, Stubbs Wood | 861.50  | 172.30  | 1,033.80  |
| 260 | Sevenoaks District Council | Dog bins, Jan-March 2016 | 343.20  | 68.64  | 411.84  |
| 261 | L H Marsh | Sundridge Hall Cleaning, Jan-Feb | 270.00  | -  | 270.00  |
| 262 | Sevenoaks District Council | Election expenses | 830.57  |   | 830.57  |
| 263 | Ide Hill Management Cttee | Ide Hill Conveniences, Nov-March | 823.26  |   | 823.26  |
| 264 | Sarah Codling | Salary & Expenses, March | 950.85  |   | 950.85  |
| 265 | Sarah Codling | Mileage | 45.00  |   | 45.00  |
| 266 | HMRC | Tax/NI, March | 220.11  |   | 220.11  |
| 267 | Boys & Maughan | Fees, Social Club Lease | 600.00  | 120.00  | 720.00  |
| 268 | Scottish Power | Gas, SVH, Dec-March | 447.77  | 22.39  | 470.16  |
| 269 | Scottish Power | Electricity, SVH, Dec-March | 109.92  | 5.50  | 115.42  |
| 270 | Kent Association of Local Councils | Planning Conference | 60.00  | 12.00  | 72.00  |
| 271 | Streetlights | Installation of LED lanterns | 4,197.00  | 839.40  | 5,036.40  |
| 272 | J Jolley | Members Expenses | 100.00  |   | 100.00  |
| 273 | D Baker | Members Expenses | 100.00  |   | 100.00  |
| 274 | J Banbrook | Members Expenses | 100.00  |   | 100.00  |
| 275 | M Denbigh | Members Expenses | 100.00  |   | 100.00  |
| 276 | CANCELLED | Members Expenses |  |   |  |
| 277 | J Evans | Members Expenses | 100.00  |   | 100.00  |
| 278 | G Hughes | Members Expenses | 35.00  |   | 35.00  |
| 279 | R Lovegrove | Members Expenses | 100.00  |   | 100.00  |
| 280 | N Meldan | Members Expenses | 100.00  |   | 100.00  |
| 281 | A Powell | Members Expenses | 35.00  |   | 35.00  |
| 282 | M Stokes | Members Expenses | 100.00  |   | 100.00  |
| 283 | J Jolley | Chairs Expenses | 300.00  |   | 300.00  |
|   |   |   |   |   | -  |
|   |   |   |   |   | -  |
|   |   | **Total** | **12,150.57**  | **1,259.82**  | **13,410.39**  |

The Clerk asked Councillors to turn up at least 15 minutes prior to the start of the meeting in order to help set up tables and chairs and to familiarise themselves with paperwork that has been tabled.

**Planning Committee**

1. **To receive for information the Minutes of the meeting held on 15 March 2016.**

No particular applications to note.

Combe Bank is ongoing. The Parish Council has queried matters with SDC and has had slightly conflicting responses. Applications continue to be monitored.

The matter of the land for sale has not come up recently. This has been referred to SDC as an enforcement and the Parish Council suggested imposing Article 4 Directions, which SDC has completed.

1. **Street Scene**
	1. **Footpaths/Trees**

Cllr Evans is dealing with a query regarding an overhanging tree. Responsibility of the tree is being disputed.

The Clerk is to contact all parties involved advising that the Parish Council has been informed of the branch which could pose a problem if hit by a lorry. **Action: Clerk**

The hedge at Camberwell Rec needs cutting back. Cllr Evans is to advise the Clerk of the necessary work. **Action: JE**

The Clerk is to obtain 3 quotes. **Action: Clerk**

Cllr Stokes advised that he and Cllr Evans were looking at the lime trees on Sundridge Rec. There are 6 trees which will need attention, potentially in the summer when there are no football matches. Cllr Evans is to advise the Clerk of the work that needs completing. **Action: JE**

The resident of Old Hall has agreed to contribute towards the fir tree that is overhanging the pitch. The fir tree will need work completed before the lime trees can be removed.

The Clerk is to obtain 3 quotes. **Action: Clerk**

Cllr Evans advised he has approached Kent Wildlife Trust about seeding the spoil out of the Darent. More discussions are to take place with Louise Smith.

* 1. **Highways**

Councillors asked the Clerk to approach Highways about getting a section of the A25 resurfaced. Currently there is poor drainage. Now would be a good time to get the road resurfaced owing to the completion of the flood protection work by West Kent Partnership. **Action: Clerk**

* + 1. **Speedwatch**

Discussed under public forum.

Cllr Evans advised that Councillors should consider potential sites for Speedwatch. These will be approved once volunteers have been trained.

* + 1. **M25 Slips and liaising with Brasted.**

Cllr Evans advised that there are only 2 Parish Councils who are objecting to the slip roads. There are 12 councils in favour of the proposals. Following a proposal to meet with neighbouring parishes, 4 Councillors voted against meeting and 2 Councillors abstained. Cllr Evans is monitoring the matter.

*The meeting was adjourned at 8.15pm for coffee and reconvened at 8.30pm.*

* 1. **Street Lighting Repairs**

The LED lights have been installed. No feedback has been received from residents of the parish.

The necessary paperwork has been completed regarding the electricity supply.

1. **Amenities**
	* 1. **To receive, for information, the minutes of the meeting held 17 March 2016**

The minutes are due to be distributed shortly.

Councillors discussed the Stubbs Wood charity proposals. All Councillors agreed to have a CIO structure.

Cllr Edmonds proposed a ‘triangular’ structure, rather than ‘hierarchical’ whereby the Management Committee reports direct to the Parish Council with the Charity being an additional resource. Cllr Hughes seconded the motion. All Councillors voted in favour.

Cllr Denbigh proposed, seconded by Cllr Baker, to have 5 trustees. All voted in favour.

Cllr Baker proposed the Chair, Vice Chair and Clerk as trustees. This was seconded by Cllr Edmonds and voted unanimously in favour.

Cllr Denbigh proposed, seconded by Cllr Stokes, that the remaining 2 trustees be filled by members of the Amenities Committee. Councillors voted in favour.

Cllr Denbigh proposed Cllr Baker, seconded by Cllr Stokes. Cllr Jolley proposed Cllr Edmonds, seconded by Cllr Banbrook. All voted in favour of the two proposals.

Cllr Stokes proposed the documentation to include the wording ‘a member of the charity cannot have any financial or pecuniary interests in the activities in Stubbs Wood’. Cllr Baker seconded the motion and all voted in favour.

Cllr Edmonds proposed that trustees and members are to be the same. Cllr Hughes seconded, all voted in favour.

The Clerk is to instruct the solicitor. **Action: Clerk**

1. **Urgent Business**

The Clerk asked those with additional party forms for the bank account to hand them in.

1. **Date of Next Meeting** 18 April 2016, Sundridge

The meeting closed at 9:55pm.

***Appendix A***

**Regular Emails**

Trading Standards Alerts

KALC E-Bulletin

SDC Premises weekly licence tracker

Rural services network Weekly Email News Digest

SLCC News Bulletin

Rural News

Darent Valley Catchment Improvement Group

Public Sector Executive Online

*SDC:*

Planning Validation weekly list

Forthcoming road closures around the district

Planning appeal outcomes across the district

SDC News Releases

Business newsletter ‘real Business’

All agendas and minutes for SDC meetings

KentCAN newsletter

Community Safety Partnership Newsletter

**Monthly Communications**

DCS Publications E-news

Fields in Trust Newsletter & funding information

KALC Parish News

PSMA news update

Charity Commission News

Eden Valley Tourism

SDC Business Newsletter

Kent County Playing Fields Association

**Adhoc Communications:**

n/a

**KALC**

* Local Elections 2016 – information for Councils facing elections in May 2016
* 2016 Membership Survey – *deadline 31 March 2016*
* Alerts from National Fraud Intelligence Bureau
* The Queens 90th Birthday Beacons – 21st April 2016 & Town and Parish Councils – *involvement to be confirmed to Pageantmaster by 10th April*
* Bulletin on National Developments and Meetings
* Online petition calling on government to give parish and town councils the right to appeal planning decisions‏
* KALC/KRT Community Resilience and Emergency Planning Workshops
* HGVs – Update - *The Association is very concerned at the effects that unlawful HGV parking has on local communities across the county. The Association supports the development of adequate parking facilities, both within the county and elsewhere, for commercial vehicles travelling through the county. The Association urges the Government, Kent County Council and Medway Council to secure adequate funding to make this happen and to consult with Parish and Town Councils and local communities on possible sites.*

*KALC has been engaging on illegal/inappropriate HGV parking and use of GPS/SATNAVs for a year now with KCC Highways, Kent Police, MPs and more recently with the Department for Transport. Since the AGM, we have written to the Secretary of State for Transport and the Chief Executive of Highways England on illegal/inappropriate HGV parking (a copy of KALC’s 21 December 2015  letter to the Secretary of State is attached). A copy of the response from Andrew Jones MP, Parliamentary Under Secretary of State at the Department for Transport (DfT) is also attached. As a result of the DfT response, we are now looking to meet with Highways England officials and to follow up some of the points from the DfT letter in our next meetings with KCC Highways and Kent Police.*

* Stop the Scammers - Adverts to raise awareness‏

**Consultations**

n/a