

Sundridge with Ide Hill Parish Council
Minutes of Full Council Meeting
Monday 20 March 2017, 7.00 pm Ide Hill Village Hall

Present: Councillors Jolley (Chair), Lovegrove (Vice Chair), Baker, Banbrook, Denbigh, Edmonds, Evans, Hughes, Powell

Apologies: Cllr Meldan

Attendance: Amanda Barlow (Clerk) and 2 members of the public

The Members agreed to take Agenda Item 8.6 immediately after Agenda Item 5.

1. To receive apologies and reasons for absence.
Apologies received and accepted from Cllr Meldan.
2. To receive declarations of personal, prejudicial and disclosable pecuniary interests on items on the agenda and updates to members' register of interests.
Cllr Baker declared an interest in Agenda Item 8.6.
3. To approve as a correct record the **Minutes** (enclosed) of the Parish Council meeting held on 20 February 2017.
The minutes were signed as a true and accurate record.
4. **To take Matters arising** from the Minutes where these are not covered under the subject headings below
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.
Owners of planning application SE17/00524/House advised the Members that they have had a pre-planning meeting and have updated plans following their discussion. All materials are in line with how the house is built at the moment. They have been very keen to keep the plans as environmentally self-sufficient as possible.
- 8.6 To discuss and agree an appropriate response to Sevenoaks District Council's planning application SE/17/00524/HOUSE
The Members resolved that the Clerk should enter a decision of "No Objection" on behalf of the application and enter the following comments:
 - *The Parish Council noted their concern over the number of lights which could have an effect on the Dark Skies in the area.*
 - *The Parish Council would like to ensure that this application is in keeping with the area of conservation.****(Action: Clerk).*** *The Members asked the Clerk to look into a Dark Skies Policy for the Parish Council.*
(Action: Clerk).
6. **Reports from Representatives on Outside Bodies.**
Cllr Evans reported that he had attended a meeting of the Environment Agency and West Kent Flooding Agency and he is now the Flood Warden for the area. Cllr Evans asked that 4 Members become Deputy Wardens and for Members to sign up for the flood warning service which gives about 45 minutes warning if the River Darrent is going to overflow and the EA would like to identify any vulnerable residents who might be liable to flooding. It was resolved that the public house would be the contingency office. It was resolved put a leaflet through the doors of any houses that might be susceptible to flooding. (Action: Cllr Evans and Clerk). It was resolved that Cllr Hughes, Banbrook and Powell would be the Deputy Flood Wardens.
7. **To co-opt a member to the Council following the vacancy arising as a result of Michael Stoke's decision to resign as a Councillor**
The Clerk advised that she had received 3 applications for the position of vacancy. She had requested CVs for the candidates and two had been received. It was resolved to interview the candidates and co-opt a new Member at the next meeting. (Action: Clerk). It was agreed that Cllr Lovegrove, Cllr Evans and Cllr Powell would undertake the interviews. (Action: Cllr Lovegrove, Cllr Evans and Cllr Powell).

8. Items for decision and allocation of resources if necessary.

8.1 To discuss and agree, if appropriate, the next actions and allocation of funds in relation to the Annual Parish Meeting

The Clerk confirmed that the Annual Parish Meeting will take place on Monday 15 May 2017 at 7pm in Sundridge Village Hall. It was agreed to invite all the District Councillors, the Chair of Governors of both schools and the local vicar, Rev Pam Davies. (Action: Clerk) It was resolved to spend £200 which will come out of the Chair's expenses.

8.2 To discuss and agree, if appropriate, the next actions for the Sundridge & Brasted Social Club
Cllr Evans advised that he had attempted to collect the accounts and insurance documents and the Club was closed. It was agreed that the Clerk would advise Sundridge & Brasted Social Club that the documents need to be sent to the Clerk either electronically or by post. (Action: Clerk)

8.3 To discuss and agree, if appropriate, the next actions for Sundridge Recreation Ground
It was agreed that the Clerk will meet with Michael Stokes to finalise the transfer of the bank account. (Action: Clerk). It was agreed that the Cllr Meldan should report back to the Amenities Committee.

8.4 To discuss and agree, if appropriate, the next actions and the allocation of funds for new parish email addresses and website

It was resolved that the proposal from the Clerk to employ Visionict be accepted with clarification of the annual costs for the gov.uk email addresses. (Action: Clerk)

8.5 To discuss and agree an appropriate response to Sevenoaks District Council's planning application SE/17/00498/HOUSE

The Members resolved that there was no objection to the planning application SE/17/00498/HOUSE.

8.7 To adopt the minutes of the Planning Committee held on 27 February 2017 (not yet approved)

Members resolved to adopt the minutes of the Planning Committee held on 27 February 2017.

8.8 To approve/note items payable and paid

Members resolved to agree the items payable and paid totalling £3654.79.

9. Items for noting

9.1 Stubbs Wood

9.1.1. To note update on Stubbs Wood from Management Committee

Charity Status - Cllr Denbigh advised that he has completed the application again and completed the necessary paperwork. The Members resolved that Cllr Denbigh should submit documents to the Charity Commission.

Management Committee – Cllr Baker advised that various tasks have been delegated and the jobs that need action immediately have been agreed.

9.2 Finance Committee

9.2.1 To note minutes of the Finance Committee on 15 March 2017

These minutes have not yet been circulated and will be noted at the next Full Council Meeting.

9.2.2 To note the new Transparency Code requirements.

Noted.

9.3 Correspondence

9.3.1 To note correspondence.

Noted. Cllr Baker advised that Ibstock had responded to the grant request for Ide Hill Playground advising they were unable to grant the request as the project did not have enough funds but would consider if the project reapplied.

9.3.2 To note VF 14474 - Pre-application consultation - Wheatsheaf Hill SW

Noted.

10 **Urgent Business** that occurs and requires attention before the next meeting may be reported at the Chairman's discretion.

None.

11 Date of next meeting

Monday 10 April 2017 at 7pm at Sundridge Village Hall.

NOTES: *Members are reminded of the need for them to declare any interests not previously declared as a pecuniary interest, which they may have on any matters coming before the Parish Council for consideration. Further advice can be sought, whenever necessary, from the Clerk. Members are asked to be in the Village Hall in good time prior to commencement of the meeting at 7p.m. so that they may acquaint themselves with the contents of any written material laid round the table.*

Correspondence - March 7 to March 13 2017

1. SDC - Family Fun Days – Easter
2. Sevenoaks District Council: Mission: Compostable!
3. SDC - Legal & Democratic Services Advisory Committee - 21 March 2017 – CANCELLED
4. HWAGG - FW: Consultation on design and use of Airspace
5. SDC - Development Control Committee - 16 March 2017 – Agenda
6. Sevenoaks District Council: Forum to help landlords protect business
7. Sevenoaks District Council: Fly a flag for Commonwealth Day
8. SDC - Housing & Health Advisory Committee – 28 February 2017 – Minutes
Economic & Community Development Advisory Committee – 7 March 2017 – Minutes
Cabinet – 9 March 2017 – Minute references for tonight's meeting
9. Sevenoaks District Council: Sevenoaks District crowned Council of the Year
10. Sevenoaks District Council: Supporting Syrian refugees
11. Sevenoaks District Joint Transportation Board - 8 March 2017 – Minutes
12. Chief Executive's Bulletin 8 - 3 March 2017
13. Development Control Committee – 23 February 2017 – Minutes
14. SDC - SECTION 137 EXPENDITURE LIMIT FOR 2017/2018

Correspondence - March 14 to March 27 2017

1. **Gatwick Group** - GON - Night flights, drop-in and FED
2. Kent Cam - REVAMP Quality Mark workshop - 23rd March
3. Sevenoaks District Council: Warden off floods
4. Sevenoaks District Council: Community grant scheme offers local groups continued support
5. Sevenoaks District Council: Share your ideas for a new workhub in Swanley
6. **KALC** - DCMS Better Broadband Campaign
7. SDC - Policy & Performance Advisory Committee – 23 March 2017 – Agenda
8. **KALC** - DCLG Notes on Neighbourhood Planning
9. SDC - Calendar of Meetings 2017/18
10. **Police UK** - New data published for January 2017 – sent to all Cllrs
11. SDC - Development Control Committee - 16 March 2017 - Late Observations
12. **DC** - Council – 21 February 2017 - Minutes
13. **Rural Kent** - Inside Track 244
14. SDC - Finance Advisory Committee - 28 March 2017 – Agenda
15. Gatwick Group - Agenda HWCAAG meeting 28.03.17
16. Sevenoaks District Council: Gardeners in the District can plant themselves a great deal
17. SDC - Scrutiny Committee - 30 March 2017 – Agenda
18. **Kent Can** - REVAMP Quality Mark workshop - 18th April
19. **Bore Place** - Children's Easter Fun at Bore Place
20. HWCAAG meeting 28.03.17 - Briefing paper on NMB meeting
21. **KALC** - Medway Flood Partnership Briefing
22. SDC - Start Of Works Notice- Penn Lane, Ide Hill-19th April 2017
23. Kent Can - Volunteering Roadshow - Maidstone, 20th April
24. Gatwick Group - Transport Select Committee enquiry into Airspace Management and Modernisation
25. Sevenoaks District Council: Council invests in more offices in Sevenoaks
26. **SDC** - Leonard Cheshire Disability Volunteer Recruitment
27. Forest Management carried out by UK Forest Certification Ltd 2017 RA Stakeholder Consultation Deadline 8th May 2017 – sent to John Evans
28. **SDC** - 33 (2016/17) – Acquisition of 26-28 Pembroke Road
29. **SDC** - Start Of Works Notice- Ide Hill Road, Sundridge- 23rd April 2017