

Sundridge with Ide Hill Parish Council  
Minutes of Full Council Meeting  
Monday 18 June 2018, 6.30 pm Ide Hill Village Hall

**Present:** Councillors Baker, Buys, Denbigh, Evans (Chair), Hughes, Jones, Powell

**Attendance:** Amanda Barlow (Clerk), Fiona Hensher (RFO) (in part) and 1 member of the public

1. To receive apologies and reasons for absence.  
*Apologies were received and accepted from Cllrs Lovegrove, Banbrook and Hughes. Cllr Meldan's apologies were not accepted. **It was agreed to send a letter to Cllr Meldan. (Action: Clerk)***
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. To approve as a correct record the **Minutes** (enclosed) of the Parish Council meeting held on 14 May 2018.  
***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
  - 5.5.7.3 *The Clerk has advised Kent Police of the locations.*
  - 7.1 *GDPR on Agenda.*
  - 7.2 *The bin for Stubbs Wood has been purchased and located.*
  - 7.3 *The Clerk has advised Sundridge & Brasted Primary School that they can use the recreation ground on 5 July 2018 free of charge.*
  - 7.4 *Sundridge Village Hall - Naos floors have been appointed to carry out the work which will be done in the summer holidays.*
  - 7.6. *Clerk has advised Ide Hill Football Club regarding the grant of £750 and applying for planning permission.*
  - 7.7 *Grant of £300.00 sent to Kent Air Ambulance*
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.  
*Members asked the prospective candidate some questions.*
6. **To co-opt a member to the Council** following the vacancy arising as a result of Andy Edmonds' decision to resign as a Councillor  
***Members resolved unanimously to co-opt Paulette Furze as a Member of the Sundridge with Ide Hill Parish Council. (Action: Clerk)***
7. **Items for decision and allocation of resources if necessary.**
  - 7.1 Annual Return 2017/18
    - 7.1.1 To approve Annual Governance Statements for 2017/18  
***Members resolved to approve the Annual Governance Statements for 2017/18.***
    - 7.1.2 To approve Accounting Statements for 2017/18  
***Members resolved to approve the Accounting Statements for 2017/18.***
  - Members agreed to take the items concerning the RFO so that she could leave the meeting due to her limited hours of employment.***
    - 7.10 To approve/note items payable and paid  
***Members resolved to approve items paid and payable to the amount of £9,258.66.***
  - 8.3 Finance
    - 8.3.1 To note Budget  
*Noted. Members stated their concern over the rising cost of electricity and agreed to look at other options.*
    - 8.3.2 To note dates of the Finance Committee Meetings  
*Noted. 11 September 2018.*
  - 7.2 To discuss and agree, if appropriate, the next actions with regard to the General Data Protection Regulation  
*Members noted that a meeting is to take place with the working party. (Action: Clerk)*
  - 7.3 To discuss and agree, if appropriate, adopting the Code of Conduct  
*Members agreed to adopt the Code of Conduct as presented and Members agreed to sign a copy at the next meeting. (Action: Clerk).*
  - 7.4 To discuss and agree, if appropriate, adopting the Standing Orders  
***Members agreed to adopt the Standing Orders and asked the Clerk to complete the items with variants.***

7.5 To discuss and agree, if appropriate, giving a grant to the PCC of Sundridge with Ide Hill and Toys Hill for grass cutting

**Members agreed to award a grant of £1,995.00 for grass cutting to the PCC of Sundridge with Ide Hill and Toys.**

7.6 To discuss and agree, if appropriate, the next actions with regard to Sundridge Recreation Ground

**Members agreed to purchase the line marker for the Sundridge Recreation Ground. (Action: RFO).**

7.7 To discuss and agree, if appropriate, the next actions with regard to the grass cutting contract

*Cllr Denbigh advised that Goathurst Common has now been cut to an acceptable standard.*

**Members resolved that the Clerk should email Landscape Services and arrange a meeting with Simon Kidd to discuss the problems. (Action: Clerk)**

7.8 To discuss and agree, if appropriate, a request to use the Stubbs Wood car park for a bike race

**Members resolved that the car park at Stubbs Wood could be used for a bike race as requested. (Action: Clerk)**

7.9 To adopt the Planning Committee meeting minutes of 21 May 2018

**Members resolved to adopt the Planning Committee meeting minutes of 21 May 2018 (not yet approved).**

## **8.0 Items for report**

### **8.1 Amenities**

8.1.1 To note the minutes of the Amenities Committee meeting held on 11 June 2018

*Noted.*

8.1.2 To note the Clerk's Amenities Report

*Noted.*

8.1.3 To note the keyholders to Parish properties

*The Clerk agreed to look into the issue of security and keys. (Action: Clerk).*

### **8.2 Stubbs Wood**

8.2.1 To note minutes of Stubbs Wood Management Committee held on 11 June 2018

*Noted.*

### **8.3 Outside Bodies**

8.3.1 To receive update on the Community Land Trust project

*Noted.*

8.3.2 To note any reports from outside bodies.

8.3.2.1 To note the minutes of the meeting of the High Weald Aviation Action Group

*Noted.*

## **9.0 Items for noting**

### **9.1 Correspondence**

9.1.1 To note correspondence.

*Noted.*

9.1.2 Email from Cllr Piper on Broadband

*Noted.*

9.1.3 Email from Cllr Piper on Safer Car Parking

*Noted.*

9.1.4 Email regarding speeding from PCSO Eleanor Collins 46059080

*Noted.*

### **9.2 Email Addresses**

9.2.1 To confirm the new email addresses for the Members, Clerk and RFO

*All Members except Cllr Meldan are using their Parish Council email addresses.*

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

*Cllr Evans advised that the Clerk will need to get quotes to look at the trees in Coronation Gardens as there are some trees which need urgent attention. **Members agreed that the Clerk should get quotes from several companies. (Action: Clerk).***

## **11. Date of next meeting is Monday 16 July 2018 at Sundridge Village Hall**

*Noted.*

## Sundridge with Ide Hill Parish Council Items Payable and Paid

Cheque Payments up to 18th June, 2018

Cheque No	Payee	Details	Total Payable £	VAT £	Basic Amount £
713	Nick Clark		55.00	-	55.00
714	Steve Brentnall	Internal Auditor	370.00	-	370.00
715	Kent County Council	Photocopying	69.72	11.62	58.10
716	UK Power Networks	Column & repairs	644.40	107.40	537.00
717	Mr J Brett	Sundridge Recreation	1400.00	0.00	1400.00
718	N.B.C inv 26	Sun Vill Hall	120.00	-	120.00
719	N.B.C inv 27	sun Vill Hall	120.00	-	120.00
720	N.B.C Inv 28	Sun Vill Hall	150.00	-	150.00
721	Mrs F Hensher	RFO Salary	265.90	-	265.90
722	Mrs A Barlow/G Barlow	Clerks Salary	829.64	-	829.64
723	Inland Revenue	Tax & NI	1,115.44	-	1,115.44
724	Nick's helping hand	Sun Vill Hall	20.00	-	20.00
725	Sevenoaks DC	Dog Bins	425.88	70.98	354.90
726	Mrs A Barlow/G Barlow	Clerks expenses	161.18	-	161.18
727	Mrs F Hensher	Rfo Expenses	64.74	-	64.74
728	Vision ict	Website/emails	144.72	24.12	120.60
729	Mr M Denbeigh	Keys for Stubbs Wood	38.99	6.50	32.49
730	the Parish noticebaord company	noticeboard	474.00	79.00	395.00
731	Grass Cutting Grant	Grant	1,965.00	-	1,965.00
734	Ide Hill Village Hall Management committee	Ide Village Hall	44.00	-	44.00
732	Mrs A Powell	APM expenses	33.00	-	33.00
733	Streetlights	Repairs	9.60	1.60	8.00
735	Kent & Sussex Air Ambulance	Grant	300.00	-	300.00
736	J evans	Keys and Padlocks	17.45	-	17.45
737	Sevenoaks DC	New litter bin in Stubbs Wood car park	420.00	70.00	350.00
			<b>9,258.66</b>	<b>371.22</b>	<b>8,887.44</b>

## Correspondence –May 12 to June 14 2018

1. KALC - Event Announcement: Annual Councillors' Conference 2018, 10 July 2018 – sent to all Cllrs
2. Kent Can – Kent In Brief - Complimentary Edition
3. KALC - FW: NALC Chief Executive's bulletin – 11 May 2018
4. KALC - Enjoy the countryside responsibly with your dog campaign
5. KALC NEWS - MAY 2018
6. KALC - FW: GA/NALC Guide - Principal and local councils working in partnership
7. KALC - Chief executive's bulletin – 18 May 2018
8. KALC - NALC Chief Executive's Bulletin 21 - 25 May 2018
9. KALC - Message from Kent Police
10. KALC - GDPR - Conference for Elected Members County Hall Maidstone
11. KALC - NALC Chief Executive's Bulletin 22 - 1 June 2018
12. KCC - Bus monthly updates enclosed for May 2018
13. KALC - Highways England - Operation Stack Listening Exercise - deadline 22 July
14. KALC -  NALC Annual Conference 2018
15. Kent Police - Newsletter May 2018
16. SDC - Community Infrastructure Levy (CIL) Spending Board - 8 May 2018 -Minutes
17. SDC - Invitation: Public events in west Kent to discuss local care hubs – sent to all Cllrs
18. SDC - Finance Advisory Committee - 5 June 2018 – Minutes
19. SDC - Cabinet - 7 June 2018 – Minutes
20. Sevenoaks District Council: Sevenoaks District Council secures over £1.2m to fund local projects- sent to all Cllrs
21. SDC - June newsletter
22. SDC - [Health Liaison Board – 23 May 2018 - Minutes](#)
23. SDC - [01 \(2018/2019\) Local Lettings Plan for Woodlands Court Northview Swanley](#)
24. Kent Pond and Tree wardens - June/July upcoming events
25. Kent Highways - Temporary Road Closure – Coles Lane, Brasted – from 7 September 2018 for up to 1 month – sent to all Cllrs
26. Kent Highways - Fw: Temporary Road Closure – Coles Lane, Brasted – from 9 July 2018 for up to 1 month – sent to all Cllrs
27. Sevenoaks District CPRE

