Minutes of Full Council Meeting

Monday 21 January 2019, 7.00 pm Sundridge Village Hall

**Present:** Councillors Banbrook (in part), Buys, Denbigh, Evans (Chair), Furse, Hughes, Jones, Lovegrove (in part) and Powell

**Attendance**: Amanda Barlow (Clerk), Fiona Hensher (RFO) (in part) and 2 members of the public

1. To receive apologies and reasons for absence.

*There were no apologies.*

1. To receive declarations of personal, prejudicial and disclosable pecuniary interests on items on the agenda and updates to members’ register of interests.

*None.*

1. To approve as a correct record the **Minutes** (enclosed) of the Parish Council meeting held on 19 November 2019

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

1. 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.

***Members resolved that Agenda 7.4 and 7.12 should be discussed in confidence.***

1. **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.

*Cllr Lovegrove arrived at the meeting.*

*Keith McGinn, Ide Hill Football Club – Members congratulated Ide Hill Football Club on their recent success. Keith McGinn advised that the Kent FA have carried out a survey on the conditions of the grounds. Members discussed the ownership of Glebe Field and Keith McGinn advised that the Diocesan have agreed for the Football Club to use the field when the ground is hard.*

*Cllr Banbrook and the RFO arrived at the meeting.*

 *Keith McGinn also advised that he has apologised to residents about the car parking*

1. **Items for decision and allocation of resources if necessary.**

7.1 To agree the budget for 2019/20

*Members noted the proposed 2019/20 budget.*

 7.2 To agree the precept for 2019/20

 ***Members resolved to set the precept at £63,240. (Action: RFO)***

 7.3 To agree the earmarked reserves for 2019/20

 ***Members agreed that once the projects for the 2019/20 have been budgeted the earmarked***

 ***reserves would be presented to the Full Council before the end of the financial year.***

 ***(Action: Clerk)***

 7.4 To agree the priority projects for the remainder of 2018/19

 ***Members resolved to agree the priority projects as presented by the Amenities Committee.***

7.5 To agree the priority projects for 2019/20

***Members agreed that the priority projects for 2019/20 would be multi-purpose hardcourt facility at Ide Hill Recreation Ground and in Sundridge a renovation of Bowsers’ Meadow and replacing the village hall/pavilion.***

7.6 To discuss and agree, if appropriate, the next actions with regard to Sundridge & Brasted Social Club

***Members noted that the Clerk has received a response to her letter. Members agreed that Cllr Jones and Cllr Hughes would meet with Members from Brasted Parish Council to agree a response to the letter received from Sundridge & Brasted Social Club. (Action: Cllr Jones and Cllr Hughes)***

7. 7 To discuss and agree, if appropriate, preparation for the death of a senior member of the Royal Family

***Members resolved that Clerk should purchase a black condolence book and arrange for the predation of the website. (Action: Clerk)***

7.8 To discuss and agree, if appropriate, the next actions with regard to the Covers Farm proposal

*Cllr Jones gave an update on the current objection to the Covers Farm proposal.* ***Members agreed to that Cllr Jones should purchase some larger waterproof posters advising residents of the proposal and spend up to £200. (Action: Cllr Jones).***

7.9 To discuss and agree a response to the Sevenoaks District Council Local Plan

***Members agreed that Cllr Jones should state that in the Parish Council’s opinion Meadow Cottage is not a brownfield site. (Action: Cllr Jones)***

7.10 To discuss and agree a response to the planning application SE/19/0057House

***Members agreed that there was no objection to SE/19/0057/House (Action: Cllr Jones)***

7.11 To approve/note items payable and paid

***Members resolved to approve items payable and paid as at Appendix A.***

 7.12 To discuss and agree, if appropriate, a salary point increment for the Responsible Financial Officer

***Members resolved to award Fiona Hensher, the Responsible Financial Officer a one point salary increase.***

**8.0 Items for report**

**8.1 Amenities**

8.1.1To note the Clerk’s Amenities Report

*Noted.*

8.1.2 To receive the minutes of the Amenities Committee Meeting held on 14 January 2019

*Noted.* ***Members resolved to award the contract for grass cutting for 2019/20 to Landscape Services as per the proposal presented at the meeting. (Action: Cllr Hughes).***

8.1.3 To note Asset Register

*Noted.*

**8.2 Stubbs Wood**

8.2.1 To receive an update from the Stubbs Wood Management Committee

*There has been no meeting as the Management Plan has not been approved.*

8.3 **Finance**

8.3.1 To receive verbal update following meeting of the Finance Committee before the Full Council Meeting

*The items were covered in Agenda item 7.1 and 7.2.*

8.3.2 To note Budget for 2018/19

*Noted.*

**8.4 Outside Bodies**

8.4.1 To receive update on the Community Land Trust project

*Cllr Evans gave the meeting an update on the current status.*

**9.0 Items for noting**

**9.1 Correspondence**

9.1.1 To note general correspondence.

*Noted at Appendix A.*

9.1.2 To note correspondence regarding speeding at Ide Hill

*Noted.*

9.1.3 To note correspondence regarding parking at Ide Hill

*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 18 February 2019 at Ide Hill Village Hall**

Appendix A



Appendix B

 Correspondence 18 11 16 to 19 01 21

1. Kent Police
2. Sevenoaks KALC - Tax Bases 2019/20 – sent to RFO
3. KALC – NALC Chief Executive’s Bulletin
4. SDC - SEVENOAKS DISTRICT COUNCIL PROPOSED SUBMISSION OF THE LOCAL PLANCONSULTATION (DECEMBER 2018) AND ADDITIONAL CONSULTATIONS – sent to Cllr Jones
5. Kent Police – Local Officers
6. KALC - NATIONAL CSSC Green Message - NCTPHQ Bulletin - 18 Dec 2018
7. SDC -  [Economic & Community Development Advisory Committee – 11 December 2018 - Minutes](https://cds.sevenoaks.gov.uk/ieListDocuments.aspx?CId=291&MId=2269&Ver=4&J=2)
8. KALC NEWS
9. KALC - AF RECRUITMENT OPEN DAY - FM CONWAY 25 JANUARY 2019
10. SDC - Sevenoaks District Community Safety Partnership Newsletter -December 2018
11. KALC - Kent PCC's Newsletter - December 2018
12. KALC - 👤 NALC Chief Executive's bulletin
13. SDC -  [13 (2018/19) – Older People’s Housing Stock Analysis and needs study](https://cds.sevenoaks.gov.uk/documents/s36765/13OlderpeopleshousingstockanalysisandneedsstudyRedacted.pdf?J=6)
14. SDC -  [Community Infrastructure Levy (CIL) Spending Board – 18 December 2018 – Minutes](https://cds.sevenoaks.gov.uk/ieListDocuments.aspx?CId=320&MId=2351&Ver=4&J=2)
15. Sevenoaks District Council: O Christmas tree, o Christmas tree, o how we’ll recycle thee for free… -put in newsletter and on website
16. Wheels 2 Work - New Year Community Transport Update
17. SDC -  [Development Control Committee – 13 December 2018 – Minutes](https://cds.sevenoaks.gov.uk/documents/g2318/Printed%20minutes%2013th-Dec-2018%2019.00%20Development%20Control%20Committee.pdf?T=1&J=3)
18. KALC TRAINING EVENTS
19. NALC Chief Executive's Bulletin
20. KALC - SECAmb NHS Foundation Trust Membership and Elections.
21. KALC - NATIONAL CSSC Green Message - NCTPHQ Bulletin 7 Jan 2019
22. West Kent Mediation article
23. Minutes of HWCAAG meeting 18.12.18
24. KALC - Save the date...Planning Conference, March 2019
25. KCC - Kent Minerals and Waste Local Plan 2013-30; Mineral Sites Plan andEarly Partial Review
26. SDC - Sevenoaks District Council: Sevenoaks’ visitor numbers rise by 8.5% in 2017
27. KALC - INTRODUCTION TO PLANNING – SPELDHURST
28. Kent Police - Crime prevention.
29. KALC - charitylawflyer.pdf
30. 2018 KALC AGM - Draft Minutes
31. KCC - Family Fun Days 2019
32. SDC - Cabinet – 10 January 2019 – Draft Minutes
33. SDC - 14 (2018/19) - Automotive Diesel Fuel Supply
34. Town and Parish Council Websites - January newsletter
35. KCC - Temporary Road Closure – A25 Main Road, Sundridge – from 24 March 2019 for up to 1 day between 08.00hrs and 17.00hrs – sent to all Cllrs
36. New NALC publication shines a light on 150 local councils
37. Invitation to Discover Gatwick 2018/19
38. NALC sends an open letter to its 100,000 councillors – sent to all Cllrs
39. KALC -OFFICIAL SENSITIVE - Brexit - Partnership Pack – sent to all Cllrs
40. Kent Police - Community support officers
41. SDC - Sevenoaks District Council: Sevenoaks District to receive over £2 Million for community projects – sent to all Cllrs