

AGENDA

Annual General Meeting

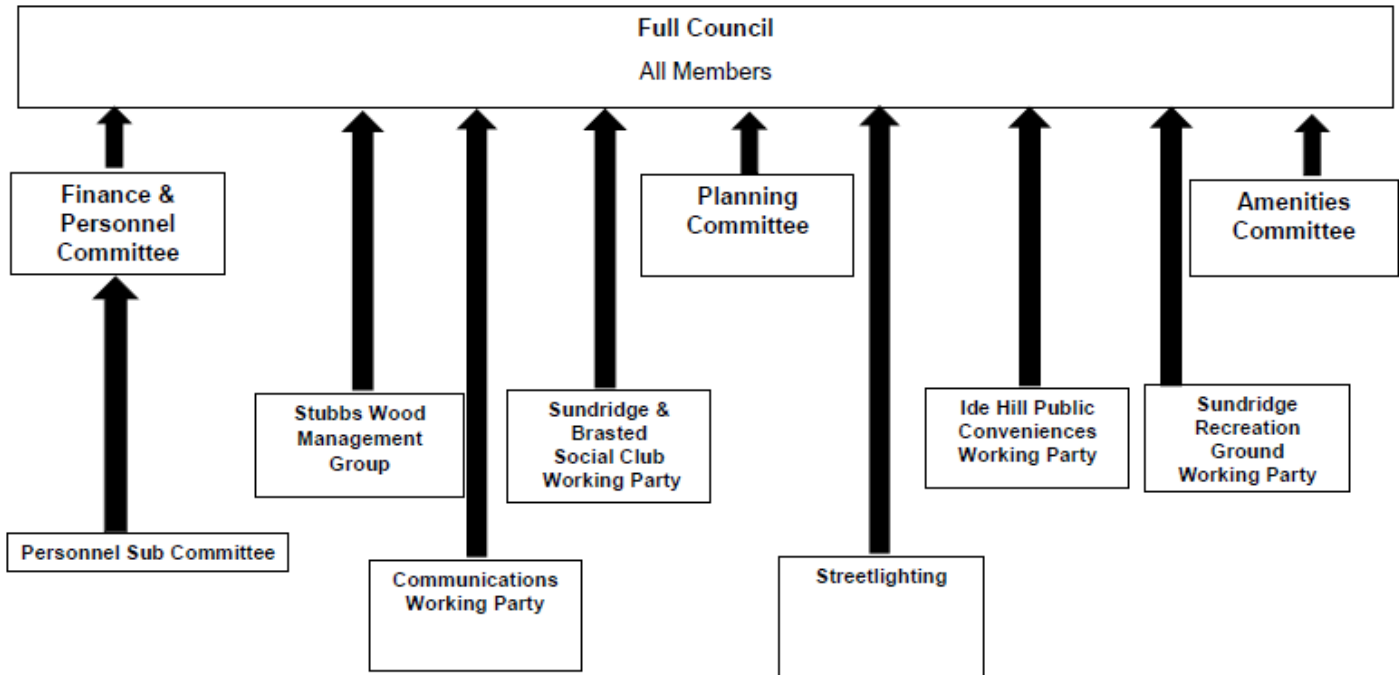
1. Annual General Meeting
 - 1.1 To elect a Chair.
 - 1.2 To elect a Vice-Chair.
 - 1.3 To elect Committee Members.
 - 1.4 To elect Committees Chairs
 - 1.5 Appointment of Members to Working Parties/Areas of Responsibility
 - 1.6 Appointment of Representatives of the Parish Council on Outside Bodies
 - 1.7 To agree the Terms of Reference for the Committees and Working Parties
 - 1.7.1 Finance & Personnel Committee
 - 1.7.2 Amenities Committee
 - 1.7.3 Planning Committee
 - 1.7.4 Ide Hill Public Conveniences Working Party
 - 1.7.5 Communications Working Party

Signed Declarations of Acceptance of Office from the Chair and Vice Chair will be given to the Clerk.

Full Council Meeting

2. To receive apologies and reasons for absence.
3. To receive declarations of personal, prejudicial and disclosable pecuniary interests on items on the agenda and updates to members' register of interests.
4. Report from County Councillor
5. Report from District Councillor
6. **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.
7. To approve as a correct record the **Minutes** of the Parish Council meetings held on 26 April 2021
8. **To take Matters arising** from the Minutes where these are not covered under the subject headings below
9. 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
10. **Finance items for noting and decision**
 - 10.1 To agree the 2020/21 final budget
 - 10.2 To agree the earmarked reserves movements from 2020/21
 - 10.3 To note the 2021/22 budget
 - 10.4 To note the bank statement
 - 10.5 To approve the items payable and paid
11. **Items for decision and allocation of resources if necessary.**
 - 11.1 To discuss and agree the next actions with regard to Sundridge recreation ground
 - 11.1.1 Hirers
 - 11.1.2 Tender Document
 - 11.1.3 Sundridge & Brasted Primary School
 - 11.2 To discuss and agree the next actions with regard to awarding a grant for the grass cutting at the church yards.
 - 11.3 To discuss and agree the next actions with regard to Goathurst Common
 - 11.4 To discuss and agree the next actions with regard to anti-social behaviour in Sundridge
 - 11.5 To discuss and agree the next actions with regard to a memorial bench
 - 11.6 To adopt minutes of the Planning Committee Meeting minutes of 12 May 2021 and discuss Parish Council's actions with regard Covers Farm
- 12.0 Items for discussion, agreeing and noting**
 - 12.1 Amenities Committee**
 - 12.1.1 To note the minutes of the meeting held on 12 May 2021
 - 12.1 Reports from Working Parties**
 - 12.1.1 Stubbs Wood Working Party
 - 12.1.1.1 Resident/tree shading
 - 12.1.2 Sundridge and Brasted Social Club Working Party
 - 12.1.3 Ide Hill Public Conveniences
 - 12.2 Correspondence**
 - 12.2.1 To note general correspondence.
 - 12.2.2 Kent Police Newsletter
 - 12.3 Meeting Dates for 2021/22**
13. **Urgent Business** that occurs and requires attention before the next meeting may be reported at the Chairman's discretion.
14. **Date of next meeting Monday 21 June 2021 at 7pm at Ide Hill Village Hall**

Sundridge with Ide Hill Parish Council
Committee Organisation Chart



Committee Membership 2021/22

Chair: John Evans

Vice Chair: Don Baker

Amenities	Vikki Allgood (Chair) Don Baker Melvin De Bono Martyn Fribbens Trevor Jones David Miller Ann Powell
Finance	Vikki Allgood (Joint Chair) Don Baker John Banbrook John Evans Russell Maybury (Joint Chair) David Miller Ann Powell
Personnel	Vikki Allgood Don Baker John Evans Russell Maybury
Planning	Vikki Allgood Don Baker Martin Darby John Evans Trevor Jones (Chair) Russell Maybury Ann Powell
Working Parties	Sundridge and Brasted Social Club Working Party John Banbrook Martin Darby Ann Powell
	Ide Hill Public Conveniences Working Party Don Baker Martyn Fribbens Russell Maybury David Miller
	Stubbs Wood Management Committee Don Baker Martyn Fribbens Russell Maybury David Miller
	Streetlighting John Banbrook
	Communications Working Party
	Sundridge Recreation Ground Working Party

Appointment of Members/Others to Areas of Responsibility:	
Affordable Housing	Trevor Jones
Burial Facilities and liaison with PCC	John Evans
Footpaths and Tree Warden	John Evans
Streetlighting	John Banbrook
Sundridge Village Hall	Clerk
Speedwatch Co-ordinators	John Evans
Gatwick	John Evans
Bough Beech Nature Reserve Management Advisory Committee	David Miller
M25 Slips Group	John Evans
Council for the Perseveration of Rural England (CPRE)	John Evans
Darent River Preservation Society (DRIPS)	John Evans
Ide Hill Village Hall Management Committee	Don Baker
Sundridge and Ide Hill Charities – Nominative Trustees	Chair

AGENDA ITEM 1.7 – TERMS OF REFERENCE

1.7.1 FINANCE & PERSONNEL COMMITTEE

Sundridge with Ide Hill Parish Council Terms of Reference Finance & Personnel Committee

The role of the Finance & Personnel Committee is to oversee all aspects of the financial administration and governance of the Council as well as all human resources (HR) activities for both employees and councillors.

a) Membership

- i. The Committee shall consist of minimum of five Councillors appointed at the Annual Meeting of the Parish Council each May.
- ii. The Committee will elect a Chair from Councillor Members at its first meeting after the Annual Meeting of the Parish Council.
- iii. The Quorum for a meeting will be a minimum of three Councillor Members.

b) Meetings

- i. The Committee is required to hold meetings at least three meetings per year.
- ii. The Committee will have the right to convene special meetings in accordance with the Council's standing orders.
- iii. Committee meetings are formal and therefore the agenda will be displayed publicly and standing orders will apply.
- iv. The Clerk shall attend all Committee Meetings and be responsible for producing accurate minutes of the meetings.
- v. The meetings shall be open to the public.

c) Voting

- i. All decisions of the Committee shall be determined by majority vote. The Chair of the Committee has the casting vote when there are equal numbers of votes.

d) Finance

The Finance and Personnel Committee will have delegated powers to:

- i. Develop and recommend to Council policies and procedures for the financial management of the Council
- ii. Carry out an annual review of the Financial Regulations and Finance and Personnel Committee's Terms of Reference and present them to the Council for adoption.
- iii. Monitor reserves to ensure that surpluses are not built up other than for working capital or for earmarked projects and known liabilities, ensuring that sufficient reserves are retained for future maintenance, replacement or upgrading of items for which the Council is responsible
- iv. Receive and consider annual budgets prepared by the Amenities Committee
- v. Prepare an annual budget for the Council and recommend an annual precept.
- vi. Undertake a review and reconciliations of the accounts
- vii. Monitor purchasing decisions to ensure value for money as agreed in the Financial Regulations.
- viii. Undertake a financial risk analysis annually and review the Council's insurance arrangements to ensure that property and identified risks are adequately insured.
- ix. Receive and review Audit Reports and ensure the implementation of any recommendations.
- v. Consider requests for community and other grants within agreed annual budgets and make recommendations to the Council.

e) Organisation

The Finance and Personnel Committee will have delegated powers to:

- i. To determine and recommend to Council, policies and procedures for the line management of the Council's human resources
- ii. To promote and lead the continuous professional development and training of both staff and councillors
- iii. Members of the Committee will be invited to stand on a Complaints Committee if and when required.

f) Pay and Conditions

The Finance and Personnel Committee will have delegated powers to:

- i. Consider and recommend to Council the pay and contractual conditions of employment of the Clerk and review/update these as necessary to comply with UK Employment Law as well as good practice

g) Grievance, Misconduct and Dismissal

The Finance and Personnel Committee will have delegated powers to:

- i. Oversee the grievance, misconduct and dismissal procedures in relation to staff and make recommendation to Full Council when appropriate.

h) Health and Safety

The Finance and Personnel Committee will have delegated powers to:

- i. Ensure that Health and Safety of all involved in the work of the Council by providing appropriate workspaces, tools and equipment and to train staff as necessary to safeguard their health & safety at work.
- ii. Further assess personnel risks as defined by the External Auditor and provide appropriate recommendations to Full Council.

i) Rules and regulations

- i. The Councillor's Code of Conduct will apply to all Members of the Committee.
- ii. The conduct of the meeting will be governed by the Council's Standing Orders.
- iii. Any financial transaction approved by the Committee will be governed by the Council's Financial Regulations.

Personnel Sub-Committee

The role of the Personnel Sub-Committee is to provide line management to the Clerk. The Personnel Sub Committee is a subcommittee of the Finance & Personnel Committee.

(a) Membership

- i. The HR Sub-Committee shall consist of a minimum of three Councillors, the Chair of the Council, the Vice Chair of the Council and the Chair(s) of the Finance & Personnel Committee. Members may also agree to include another Councillor if they have specific expertise in the management of staff.

(b) Meetings

- i. The Personnel Sub-Committee will arrange meetings as required.
- ii. The meetings shall not be open to the public.

(c) Voting

- i. All decisions of the Personnel Sub-Committee shall be determined by majority vote.

(d) Rights and Powers

The Personnel Sub-Committee will have delegated powers to:

- i. Take urgent action if required.
- ii. Make recommendations to the Finance & Personnel Committee and the Council for consideration and approval.
- iii. Take responsibility for any safeguarding issues
- iv. Support the Clerk with any Freedom of Information requests
- v. Carry out the performance management of the Clerk and make recommendations to the Council.

(e) Responsibilities

- i. To provide regular updates to the Full Council on the Clerk's progress.
- ii. The Personnel -Committee is to take responsibility that confidentiality is maintained over all staffing matters under the Data Protection Act 1998 and the Model Code of Conduct as signed by all members of the Parish Council.

(f) Rules and regulations

- i. The Councillor's Code of Conduct will apply to all Members of the Committee.
- ii. Any financial transaction recommended by the Personnel Sub-Committee will be governed by the Council's Financial

Terms of Reference for the Amenities Committee

1. The Committee will appoint a Chairman at the first meeting following the Annual Meeting of the Council in May each year.
2. In the event of the Chairman's absence, the members of the committee present will appoint a Chairman at the beginning of the meeting.
3. The purpose of the Committee is to look after the land, buildings and facilities featured in Sundridge with Ide Hill Parish Council's Register of Assets (other than as specified) and to ensure that these are run, maintained (and, where appropriate, developed) for the benefit of the Parishioners. The Committee is not responsible for the Ide Hill Public Conveniences, Stubbs Wood and Sundridge & Brasted Social Club and Sundridge Recreation Ground which are looked after by Working Parties reporting directly to the Full Council.
4. The Committee:
 - a. Will consist of a minimum of 5 Councillors
 - b. Have a quorum of 3 members required for each meeting
 - c. Will aim, wherever possible, to have a representative from both villages and will be mindful of the needs of the whole Parish
 - d. Will meet quarterly, with additional meetings as required
 - e. Will report quarterly to Full Council Meetings.
5. The Amenities Committee is responsible for monitoring the Amenities budget and will make recommendations for expenditure to either the Finance & Personnel Committee or Full Council (whichever meets first). The Committee will recommend to the Finance Committee an appropriate budget for the next financial year.
6. The Committee will be guided by the following considerations:
 - a. Providing a good range of facilities, capable of giving benefit to people of all ages
 - b. Having them inspected regularly, and maintaining them in line with the latest Health and Safety requirements
 - c. Setting an appropriate charge for hiring out of the facilities
 - d. Engaging contractors for regular maintenance, or for development as the need arises.
7. The Committee will monitor and maintenance of the public rights of way within the Parish.
8. The Committee will be responsible for the Parish Council's Highways including maintaining a relationship with the appropriate authorities and any speeding initiatives.
9. The Councillors Code of Conduct will apply to all Members of the Committee.
10. **Delegated Power of the Amenities Committee**
 - a. The Committee will have a budget of £1,000 to spend per asset in each financial year.

Terms of Reference - Planning Committee

The Structure of the Planning Committee

1. The Committee is to have a minimum of 5 members, representing both villages, with a quorum of 3.
2. Meetings to be held approximately every two to three weeks or as determined by the Clerk in response to the deadlines given by Sevenoaks District Council.
3. The Committee will appoint a Chairman at the first meeting following the Annual Meeting of the Council in May each year.
4. In the event of the Chairman's absence, the members of the committee present will appoint a Chairman at the beginning of the meeting.
5. The Parish Council's Code of Conduct will apply to all Members of the Committee.

Role of the Planning Committee

1. Provision of comments for Planning Consultations and consideration of planning appeals and enforcement issues.
2. The Committee will also review and consider policies and local and national guidelines proposed by Sevenoaks District Council and report as necessary.
3. Provision of comments on licencing consultations.
4. Consideration and co-ordination of local plans
5. To make recommendations on matters involving planning to the Full Council.
6. Recommendation of training and similar events that may contribute to the greater knowledge of members of the Committee

Delegated Power of the Planning Committee

1. The Sundridge with Ide Hill Parish Council delegates authority to the Planning Committee of the council to discuss and decide matters on behalf of the full Parish Council relating to planning applications, planning appeals and enforcement issues.
2. Minutes of the Planning Committee meetings will be produced and reported to the full Parish Council at its next meeting.
3. All business conducted by the Committee will comply with current legislation and rules relating to Sundridge with Ide Hill Parish Council business.
4. Where it is not possible to hold a meeting of the Planning Committee urgent matters may be delegated to the Chair

Terms of Reference for the Ide Hill Public Conveniences Working Party

1. Membership

Members of the Ide Hill Public Conveniences Working Party (working party) will be appointed every year at the Annual General Parish Council meeting. Members of the working party will comprise the Councillors representing the Ide Hill Ward. Members of the Full Council may also agree to appoint a Councillor representing the Sundridge Ward or a non Councillor member who is a resident in the Parish.

The Parish Clerk may sit on the working group ex officio (non-voting) and be responsible for taking the minutes and giving notice of the next meeting.

2. Chair

The Chair will be elected by the members of the Working Party at the first meeting following the elections every four years. The Chair will be the main point of contact for the Clerk, Council members and members of the public,

3. Powers

Working parties cannot make decisions on behalf of the Parish Council, and any recommendations made by working parties will be subject to approval by the Council or suitably authorised committees or members of staff.

4. Responsibilities and Areas of Operation

- Day to day management of the toilets is undertaken by the Clerk
- The working party will devise the future strategy of the facility and improve the effectiveness and efficiency of the toilets.
- The working party will apply for grants from SDC and other sources
- The working party will carry out an annual review of suppliers and cleaners

5. Reporting

The working party will submit a **report to the Full Council** and a budget to the Finance & Personnel Committee.

6. Code of Conduct

Any non councillor member of the Ide Hill Public Conveniences Working Party must agree to sign the Parish Council's Code of Conduct.

Terms of Reference for the Communications Working Party

1. Membership

Members of the Communications Working Party (working party) will be appointed every year at the Annual General Parish Council meeting. All Members would be welcome to attend and contribute as they so wish. Members may wish to invited members of the public to join this working party from time to time.

The working party ideally will have Members representing both wards.

The Parish Clerk may sit on the working group ex officio (non-voting) and be responsible for taking the minutes and giving notice of the next meeting.

2. Powers

Working parties cannot make decisions on behalf of the Parish Council, and any recommendations made by working parties will be subject to approval by the Council or suitably authorised committees or members of staff.

3. Responsibilities and Areas of Operation

- Day to day management of website and FaceBook page is undertaken by the Clerk
- The working party will devise the future strategy for the social media platforms and website
- The working party will liaise with other organisations in the villages to distribute communications
- The working party will, in conjunction with the Clerk, produce two newsletters a year, one in May and one in December.
- The working party will, be responsible for any events that the Parish Council may hold or village events where there is Parish Council involvement

5. Reporting

The working party will submit a **report to the Full Council** and a budget to the Finance & Personnel Committee.

6. Code of Conduct

The Councillors Code of Conduct will apply to all Members of the Working Party.

Annual Report from Nick Chard, Kent County Councillor. May 2021

What an extraordinary year this has been, the over-riding concern and attention has been the Covid 19 pandemic. I'm pleased to report that your County Council has worked extremely well for the benefit of our communities and continued to function and deliver its core work. All the public services, County Council, District Councils, Health and Emergency Services worked together as the Kent Local Resilience Forum to co-ordinate resources and deliver the additional support in an effective and timely manner. Due to previous investment and fore-sight, Kent County Council was able to work remotely and continue the business of delivering services in Kent.

Most of my contact with constituents this year has centred on issues that impact on their quality of life; their concerns for traffic speed, traffic congestion, parking, individual concerns for Social Care and Education, traffic pollution and some large planning applications, Cover's Farm, Chevening Parklands, Fort Halsted and Broke Farm.

Kent County Council has a Member's grant scheme that has given me the opportunity to support some very worthwhile local requests; a £2000 grant for the boiler replacement at Knockholt Village Centre, removing a dangerous tree at Crockham Hill wildlife area, renovating Halstead play area, helping to fund Sundridge and Ide Hill Covid 19 Community support.

I also supported a local scheme in Westerham with my Member's grant to implement a comprehensive 20 mph scheme. I was able to reduce the time, using my network of contacts at KCC, from an initial idea from Westerham Town Council, through design, consultation, and agreement to implementation.

Not all the improvements rely on the Member's Grant scheme; the improved pedestrian crossing lights in Riverhead were requested by the parish council and together we approached Kent County Council who upgraded all the lights, I worked with Chevening Parish Council to improve the long-standing problems associated with blocked road drains in Chipstead.

Some of the current and future concerns of local communities are centred around planning, these include Covers Farm restoration in Westerham, Chevening Parkland landscaping, Fort Halstead and Broke Hill. I have been working with District Councillor colleagues to make sure those concerns are heard and discussed in the right places. The potential impact of these developments is large, when added cumulatively, they are enormous.

I pledge to work with local communities and my District Councillor colleagues, as your elected representative, to stand up for you, make sure your concerns are heard in the right places and fight for improvements and changes to improve the quality of life in this wonderful area of Kent.

Nick Chard 13th May 2021

AGENDA ITEM 5.0 – DISTRICT COUNCILLOR REPORT

Welcome to the new District Councillor Keith Bonin and he will give a verbal update at meeting.

AGENDA ITEM 7.0 – MINUTES OF THE MEETING HELD ON 26 APRIL 2021

Minutes of Full Council Meeting held on Monday 26 April 2021, 7.00 pm

Remote meeting via Zoom

Present: Councillors Allgood, Baker, De Bono, Evans (Chair), Fribbens, Jones, Maybury, Miller and Powell

Attendance: Amanda Barlow (Clerk) and 4 members of the public

Apologies: Cllr Banbrook.

Absent: None.

1. To receive apologies and reasons for absence.

Cllr Banbrook gave apologies due to personal reasons.

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

Cllr Maybury advised that he is a neighbour of Mr & Mrs Wiltshire.

3. To approve as a correct record the **Minutes** (enclosed) of the Parish Council meetings held on:
3.1 15 March 2021.

The minutes were signed as a true and accurate record.

3.2 29 March 2021

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
None.

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.

Mr McGinn from Ide Hill Football Club has contacted, on two occasions, Mr Connolly from SUJFC to talk about working together but has had no response. He asked what the likely length of the tender period and the Clerk advised that she would let him know. Cllr Powell asked Mr McGinn about the 3G pitch and he explained the 3 year plan for obtaining the pitches for Ide Hill Football Club. Mr & Mrs Wiltshire explained about the parking along Sundridge Road. The road is only 12 feet wide between their house, Wheelwrights and the house opposite. Vehicles are eroding the banks on both sides of the road. The Clerk advised Mr & Mrs Wiltshire the Parish has a new Highways Steward and that she will send the link to report issues directly to Highways.

6. 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 to discuss Agenda item 8.1 and 9.1.1 in confidence.

7. **Finance items for noting and decision**

7.1 To note the budget for 2020/21

Noted.

7.2 To note the bank statement

Noted.

7.3 To approve the items payable and paid

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

7.4 VAT

Noted.

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

Members agreed to discuss Agenda 8.1 at the end of Agenda.

8.2 To discuss and agree the next actions with regard to Sundridge Village Hall

8.2.1 Doors

Members resolved that the panic bars and locks on the front door at the Village Hall should be replaced at cost of up to £870. (Action: Cllr Powell and Clerk).

8.2.2 Car park

Members agreed that Cllr Powell and Cllr Evans would meet with the welder to discuss other options.

8.2.3 External appearance

Cllr Powell and Cllr Evans agreed to look at options to improve the appearance of the village hall from the pavement.

8.3 To discuss and agree the next actions with regard to Coronation Gardens

8.3.1 Handrail

Members agreed to not go ahead with the handrail.

8.3.2 Bar-b-Que

Members agreed not to continue with this project.

Members resolved to purchase a flagpole at a cost of up to £100 on Coronation Gardens and to fly a Union flag on the pole. Members agreed that a Flagpole Committee should be formed to ensure the flag is flown correctly.

8.4 To agree the Terms of Reference for the Committees and elect a Chair of the Amenities Committee

Members resolved to agree the Terms of Reference for the Committees as presented.

Members resolved to elect Cllr Allgood as Chair of the Amenities Committee. Members resolved to elect Cllrs Allgood and Maybury as joint Chairs of the Finance & Personnel Committee.

8.5 To adopt minutes of the Planning Committee Meeting minutes of 29 March 2021

Members resolved to adopt the minutes of the Planning Committee held on 29 March 2021.

9.0 Items for discussion and noting

9.1 Reports from Working Parties

9.1.1 Stubbs Wood Working Party

*Cllr Baker advised that a tender process carried out by Miller Land Management had taken place but there was not much interest in the tender and so the Management Committee agreed to instruct Miller Land Management to carry out the tender process again. However, in the interim period Japa Forestry has contacted the Council through Julian Miller offering to coppice the land and pay the Parish Council £1,500. The work would be carried out by horses. The consultant and other parties have advised that this is a very good offer. **Members resolved that Japa Forestry should be appointed to carry out the work and that they would provide the Council with £1,500.***

Cllr Baker advised that Julian Miller has been instructed to carry out a tree survey at a cost of £860 and this will come out of 2020/21 budget.

The voluntary working party has restarted and the first RPA payment has been made.

Miller Land Management have also been appointed to remove the Japanese knotweed at a cost of £375.

*A resident near Stubbs Wood has offered to pay for some branches to be removed at a cost of £550 and a qualified tree surgeon will be appointed to carry out the work. **Members agreed that he could carry out the work providing the appropriate actions were taken with Highways.***

9.1.2 Sundridge and Brasted Social Club Working Party

Noted. Cllr De Bono advised that a meeting is being set up between the Social Club and their neighbours at the weekend.

9.1.3 Ide Hill Public Conveniences

Noted. The doors are being installed on 27 April 2021 and the pay system will be operating by the bank holiday weekend. There have been some issues with drainage problems but these seem to have been solved. The hot water boiler has now been fitted. The eco lighting is a project that the Working Party will be looking at in the future.

9.2 Highways

The Clerk agreed to set up a meeting with the new Highways Steward.

9.3 Newsletter

*The Clerk advised that she will be producing a newsletter for the May meeting. **Members resolved that they would agree the costs of printing and distribution via email.***

9.4 Correspondence

9.4.1 To note general correspondence.

Noted at Appendix B.

9.4.2 Kent Police Newsletter

Noted.

9.5 Operation London Bridge

Noted.

9.6 Meeting Dates for 2021

Noted at Appendix A.

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 17 May 2021

Members agreed to await until further guidance is issued as to whether the meeting will be held via zoom or in the hall.

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

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

8.1 To discuss and agree the next actions with regard to Sundridge recreation ground

8.1.1 Hirers

Members resolved to appoint solicitors to investigate the legal position of the Parish Council with regard to its relationship with a hirer and member of the public. Cllr Allgood made the proposal and the proposal seconded by Cllr Jones and the resolution was passed unanimously.

8.1.2 Tender Document

Members resolved that Cllrs Allgood, Baker, Jones, Maybury, Miller and the Clerk would draw up the tender and Cllr Jones would Chair the working party.

The meeting ended at 23.06.

Appendix A

Cheque Payments up to 15 March 2021					
Cheque No	Payee	Details	Total Payable	VAT	Basic Amount
1236	KALC	Courses for Clerk and Councillors 20/21	216.00	36.00	180.00
1237	Miller Land Management	Management of coppice tender	612.00	102.00	510.00
1238	J Brett	Line marking for Sundridge Rec	2,780.00	-	2,780.00
1239	GACC	Gatwick Area Conservation Campaign membership	10.00		10.00
1240	Val & Sander Reytenbach	Cleaning, SVH £50, Pavillion £100, Toilets £500	650.00		650.00
1250	Arron Services Limited	Replacement parish Laptop	1,062.00	177.00	885.00
1242	EDF Energy	Electricity for Ide Hill Toilets March 2021	53.05		53.05
1251	Streetlights	Repairs to Streetlights	117.30	19.55	97.75
			5,500.35	334.55	5,165.80

Cheque Payments up to 15 April 2021					
Cheque No	Payee	Details	Total Payable	VAT	Basic Amount
1243	Jonny's Drains Ltd	Ide Hill Toilets -clear blockage	132.00	22.00	110.00
1244	KALC	Subscription for 2021-22	858.12	143.02	715.10
1245	247 Roofing Maintenance (UK) Ltd	Ide Hill Toilets - drainage problems	170.00		170.00
1246	Vision ICT	Email Accounts June 21- May 22	21.60	3.60	18.00
1247	Val & Sander Reytenbach	Cleaning Toilets £500, Rec £120, SVH £90	710.00		710.00
1248	G Barlow	Clerk's expenses	204.20		204.20

1. KALC - Vision Zero: The Road Safety Strategy for Kent 2020 - 2026 - deadline 15 March
2. NALC CHIEF EXECUTIVE'S BULLETIN
3. The Rural Bulletin - 16 March 2021
4. Sevenoaks District Council: Sevenoaks District Council supports young carers
5. Learning and Development Opportunities from KALC
6. SDC Community Infrastructure Levy (CIL) Spending Board – 10 March 2021 – Minutes
7. SDC - [Cleaner & Greener Advisory Committee – 16 March 2021 – Minutes](#)
[Sevenoaks Joint Transportation Board – 9 March 2021 - Minutes](#)
8. Community Connectors - 18 March 2021
9. SDC - Cabinet – 18 March 2021 – Draft Minutes
10. Sevenoaks District Council: Sevenoaks District awards £2 million for community projects
11. NALC CHIEF EXECUTIVE'S BULLETIN
12. Gatwick In Touch Newsletter Edition 2
13. Sevenoaks District Council: Sevenoaks District Council secures £25,000 in 'Smart bin' grant
14. The Rural Bulletin - 23 March 2021
15. KALC - National free webinar - crisis communications - 31 March
16. Sevenoaks District Council: Community grants help boost local charities
17. KALC CEO Bulletin - March 2021
18. Sevenoaks District Council: Blooming marvellous!
19. Hever Festival Theatre Press Release 2021
20. Community Connectors 25 March 2021
21. KALC - Help improve services for people with Long-Covid
22. Sevenoaks District Council: Funding boost for leisure
23. KALC - Government's Welcome Back Fund
24. Sevenoaks District Council: Greener homes get the go-ahead
25. Sevenoaks District Council: New planning policy for Edenbridge
26. NALC CHIEF EXECUTIVE'S BULLETIN
27. The Rural Bulletin - 30 March 2021
28. Reopening High Streets Safely and your area
29. SDC - Finance & Investment Advisory Committee – 25 March 2021 – Minutes
30. CAGNE - May Elections
31. Sevenoaks District Council: Councillors see new centre takes shape
32. KALC - ECO GREEN COMMUNITIES OFFERING ENVIRONMENTAL STATIONS TO TACKLE DOGFOULING AND LITTERING
33. SDC - [Licensing Committee – 24 March 2021 – Minutes](#)
34. SDC - [Scrutiny Committee – 23 March 2021 – Minutes](#)
35. Community Connectors - 1 April 2021
36. NALC CHIEF EXECUTIVE'S BULLETIN
37. The Rural Bulletin - 7 April 2021
38. KALC - Prevent Venue Hire Guidance
39. RSN Rural Funding Digest, including...£210 worth of funding to improve digital connectivity in rural areas and other funding opportunities
40. KALC - Vaccination Centres across Kent and Medway
41. NATIONAL CSSC Green Message - NCTPHQ UK Protect Bulletin - 8 Apr 2021
42. Sevenoaks District Council: Council pays tribute to His Royal Highness, Prince Philip
43. SDC - Development Control Committee – 31 March 2021 – Minutes
44. SDC Local Plan Update
45. SDC - High street press release
46. SDC - Audit Committee – 30 March 2021 – Minutes
47. Sevenoaks District Council: Council moves forward with its Local Plan
48. The Rural Bulletin - 13 April 2021
49. SDC - Country Code/ASB Poster campaign
50. SDC - [Standards Committee – 12 April 2021 – Minutes](#)
51. KALC CEO Bulletin - April 2021
52. Community Connectors
53. Sevenoaks District Council: New funding available for businesses
54. Crossroads Care Kent - Spring 2021 Newsletter
55. SDC - Summer Family Fun Days 2021
56. The Rural Bulletin - 20 April 2021
57. SDC - Covid-19 ASB Action & Country Code Plan.

2021-22 Parish Council Meeting Dates

Parish Council Meetings – Mondays at 7pm

During the Covid19 pandemic all meetings will take place remotely via zoom

2021

26 April	Zoom/venue to be confirmed
17 May	Zoom/venue to be confirmed
21 June	Zoom/venue to be confirmed
19 July	Zoom/venue to be confirmed
20 September	Zoom/venue to be confirmed
15 November	Zoom/venue to be confirmed

2022

17 January	Zoom/venue to be confirmed
21 February	Zoom/venue to be confirmed
21 March	Zoom/venue to be confirmed
	Zoom/venue to be confirmed

Amenities Committee Meetings Mondays at 7pm

2021

TBC April 2021

Finance Committee Meetings Mondays at 7pm

2021

10 May 2021

Planning Committee Meetings At 6.15 pm

2020
5 April 2021
26 April 2021
10 May 2021
17 May 2021
7 June 2021
21 June 2021
5 July 2021
19 July 2021

**Committee Meetings are subject to change and cancellation.
Please confirm with the Clerk or check the website.**

www.sundridgewithidehill-pc.gov.uk

AGENDA ITEM 8.0 - MATTERS ARISING FROM MINUTES OF 26 APRIL 2021

AGENDA ITEM 9.0 – CONFIDENTIAL ITEMS

Agenda Item 11.1. 1 Sundridge Recreation Ground Hirers

11.1.2 Sundridge Recreation Ground Tender

AGENDA ITEM 10.0 – FINANCE

10.1 To agree the 2020/21 final budget – sent separately

10.2 To agree the earmarked reserves movements from 2020/21

Earmark Reserves															
				Recommendations from finance meeting 15/04/2019	Recommendations for Full Council Meeting on 16/11/20										
Election Expenses				£2,000.00	£2,000.00										
Well				£0.00	£0.00										
Bowers Meadow				£9,000.00	£9,000.00										
Highways						On 16 November 2020 The Full Council resolved to agree to replace 2 columns immediately and transfer £3800 to budget to cover the cost of replaced. It was agreed that the £1200 left in Highways would be moved to streetlighting. 6 columns need replacing in total. Earmarked reserves for streetlighting set at £7600 to cover 2021/22 (2 columns) and 2022/23 (2 columns).									
				£5,000.00	£0.00										
Streetlighting						On 16 November 2020 Full Council agreed to set streetlights at £7600									
				£0.00	£7,600.00										
Sundridge Rec				£5,000.00	£5,000.00										
Ide Hill rec				£2,000.00	£2,000.00										
Sun Vill Hall				£10,000.00	£10,000.00										
Coronation Gardens				£2,000.00		Moved to Budget to cover cost of repair to memorial (16.11.20)									
Goathurst Rec				£2,000.00		Moved to Budget to cover cost of repair to fence. (16.10.20)									
Ide hill public conveniences				£5,000.00		Moved to Budget following Finance Committee Meeting November 2019									
Ide Hill Parking lot				£3,000.00	£3,000.00										
Emergency/flood plan				£2,000.00	£2,000.00										
Professional Services				£15,000.00	£15,000.00										
Village Plan				£5,000.00	£5,000.00										
Total				£67,000.00	£60,600.00										

10.3 To note the 2021/22 budget – sent separately

10.4 To note the bank statement

10.5 To approve the items payable and paid

Cheque Payments up to 10 May 2021					
Cheque No	Payee	Details	Total Payable	VAT	Basic Amount
2020/21 Budget					
1249	Healthmatic	Installation of contactless doors at Ide Hill Toilets	10,152.00	1,692.00	8,460.00
1250	Simon Goacher (Payroll Services)	Payroll services for 2020-21	143.00		143.00
2021/22 Budget					
1251	Jonny's Drains Ltd	Ide Hill Toilets -clear blockage 21.04.21	132.00	22.00	110.00
1252	Jonny's Drains Ltd	Ide Hill Toilets -clear blockage 02.05.21	132.00	22.00	110.00
1253	Goldservice	Toilet supplies for Ide Hill Toilets	54.60	9.10	45.50
1254	Musselwhite Builders	New zip water heater for Ide Hill toilets	1185.60	197.60	988.00
1255	Val & Sander Reytenbach	Cleaning Toilets £500, Rec £30, SVH £120	650.00		650.00
1256	G Barlow	Clerk's expenses	260.54		260.54

AGENDA ITEM 11.1 Sundridge recreation ground

11.1.1 Hirers - confidential update from Chairman

11.1.2 Tender Document – to be sent under separate cover – Members should have received details of the tender from Cllr Allgood.

11.1.3 Sundridge & Brasted Primary School

From: "8863043 Office" <Office@sundridge.kent.sch.uk>
Sent: Wednesday, 28 April, 2021 10:12
To: "clerk@sundridgewithidehill-pc.gov.uk" <clerk@sundridgewithidehill-pc.gov.uk>
Subject: Use of Sundridge Recreation Ground - please

Hi Amanda,

I do hope you are well and that you and your family have been able to stay safe and well during the past year.

We are very much hoping to extend our school activities this year as COVID restrictions are gradually lifted and as such, may we please use Sundridge Recreation Ground for a sports **event on Friday 9th July** in the morning? With a reserve day of **Thursday 15th July**? We would like to start taking equipment down from 8.30am, have our sports event in the morning, picnic with the parents and then walk the children back up to school.

As you know, we do not have space for a sports day on site and would be immensely grateful to the Parish Council for the use of the recreation ground for this event.

Could you please add our request to the agenda for the next Parish Council meeting?

I look forward to hearing from you.

Kind regards,

Helen Prestage

Secretary

Sundridge & Brasted CE Primary School

Church Road

Sundridge

Kent

TN14 6EA

01959 562694

11.2 Grant for the grass cutting at the church yards.

Grant awarded 2020/21 £1,965

Grant in budget for 2021/22 £2,000

From: m_lewington@sky.com <m_lewington@sky.com>

Sent: 08 April 2021 12:56

To: clerk@sundridgewithidehill-pc.gov.uk

Cc: Robert Skone James <rsjtreasurer@aol.com>

Subject: Grass cutting grant

Dear Amanda

I know we normally get the the grant for grass cutting from the parish council around May, but I thought it is better send you a reminder early before the Parish Council meeting in May .

The church yards have been maintained despite the reduced income from the church services as a result of the lockdown so a timely payment will be much appreciated.

I am retiring as the treasurer as from 1st May 2021 and our new treasurer is Mr . Robert Skone James.

rsjtreasurer@aol.com

Many thanks

Maria Lewington

11.3 Goathurst Common

11.3.1 Fly Tipping

From:

Sent: 27 April 2021 19:48

To: clerk@sundridgewithidehill-pc.gov.uk

Subject: Fly tipping - Goathurst Common recreation ground

Dear Amanda.

I've spoken with Don Baker who has suggested a drop you a line.

I live at the house that flanks the full length of the recreation ground. I've noticed that in the area of the far right hand corner of the rec' (as viewed from the lane, and an area that abuts the end of my garden), there has been a large amount of garden waste (tree cuttings especially) dumped behind some overgrowth. It's been dumped there recently on two possibly three occasions, and I believe under cover of darkness each time. A few months ago I also noticed garden waste had been dumped in the same location.

Whilst I've not witnessed the dumping of the rubbish personally, I believe I know who the suspect may be, purely from the fact that of the six other houses who have a direct pedestrian access to the rec', one has clearly recently carried out some heavy pruning to its borders and bushes. It can be seen clearly where the trees and bushes that have been cut, appear to match the debris that has been dumped.

I had my laurel trees cut last week along the border that joins the rec' and paid a reputable firm to cut, chip, and remove all debris. I think the culprit has taken the opportunity of this work being done to dump more waste in an attempt to disguise it as being mine. It's not the case, the dumped waste has nothing to do with me (which I believe is evident by the type of plants/trees dumped), but I really don't want my neighbors to think that I've dumped the waste.

I wondered if you could help? Obviously it would be great if the council could remove the waste, and I'm very happy to meet you on the rec' to point out where the waste is located, and where it might have come from if that helps.

Thanks and kind regards

Agenda Item 11.3.2 – Goal posts

Goathurst Common – Goal posts – in a terrible state of disrepair.

Members to agree to remove them and discuss replacing.

11.4 To discuss and agree the next actions with regard to anti-social behaviour in Sundridge

Cllr De Bono will give a verbal update on this item. The PCSO has been in contact and cannot attend the meeting. However she will give a report on the item.

Report for Ide Hill/Sundridge Parish Council AGM 17/05/2021

Firstly, I would like to pass on the apologies of myself and my colleague Sue for not being able to attend this meeting in person. Unfortunately, I am not at work, and Sue is out on an Op in Aylesham which has been taking up a lot of both our time recently. We hope everyone is keeping safe and well in the current climate and are glad that the covid restrictions are now lifting.

I would like to take this opportunity to reassure you that Sundridge and Ide Hill is a relatively quiet and low crime area. There does seem to be some anti-social behaviour in the area, particularly at the recreational ground in Sundridge. We are aware of this and have been paying particular attention to the grounds on late patrols. There has also recently been arrests made and Community Protection Notices and a Criminal Behaviour Order given out to some of the youths known for causing anti-social behaviour in the area. We have greatly increased our presence in the area, and we will do our best to keep an eye out and to maintain high visibility patrolling. We would encourage residents to report any anti-social behaviour via calling 101 or using the live chat on the Kent Police website ([Home | Kent Police](#)).

We are also aware that concerns have recently been raised by parents regarding suspicious males that were seen outside Ide Hill C of E Primary School. I have been patrolling outside the school recently at school closing time in order to check out this report, and can say that all is in order and there are no concerns from us regarding this report. I will, however, continue to patrol outside the school as and when I can in order to help reassure residents and parents and to maintain the high visibility at school times.

We hope to be able to attend the next meeting, however if you have anything that you think I should be made aware of, or if you have any questions at all that you would like to put forward to me, please do feel free to send me an email at

kind regards,

Hannah Rainbow
Police Community Support Officer
Sevenoaks



Protecting and **serving** the people of Kent

Kent Police and our Partners working with the diverse communities for a safer Kent and Medway



follow us at **@kentpolice7oaks**

11.5 To discuss and agree the next actions with regard to a memorial bench

From:

Sent: 23 April 2021 18:51

To: clerk@sundridgewithidehill-pc.gov.uk

Subject: Request

Dear Amanda

I lived in Ide Hill for many years and would like to donate a memorial bench in memory of my deceased partner. I wondered whether this is the correct form and what the 2021 cost might be.

http://www.sundridgewithidehill-pc.gov.uk/_UserFiles/Files/_Policies/19%2007%2015%20SWIH%20Bench%20Donation%20Policy.pdf

Regards

11.6 Committee Meeting minutes of 12 May 2021 and discuss Parish Council's actions with regard Covers Farm

11.6.1 Minutes of 12 May 2021

Minutes of a meeting of the Planning Committee held at Sundridge Village Hall on Wednesday 12 May 2021 at 6.15pm

Present: Councillors Allgood, Baker, Evans, Jones (Chair) and Maybury

Attendance: Amanda Barlow (Clerk) and 0 members of the public

Apologies: None

Absent: Cllr Powell

1. To receive apologies and reasons for absence.
None.
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 of the meeting held on 26 April 2021
Members resolved to agree the minutes of the meeting held on 26 April 2021 .
4. To take Matters arising from the Minutes where these are not covered under the subject headings below
None.
5. *None.* To consider the following planning applications requiring comments:

SDC Reference	Site Address	Summary Description of Application / Consultation	SDC deadline
21/01214/FUL	Land Behind Barns East Of Winkhurst Green Road Ide Hill Kent TN14 6LD	Temporary consent for the retention of existing containers including resiting of 6 no. containers and removal from the site of 4 no. containers.	15/05/2021
Members resolved to object to this application. <i>The prior importation and use of 21 sea containers and subsequent retention of the majority without permission in an area of outstanding natural beauty is totally out of character with the locality and not allied to agricultural use. The use by various external parties will generate additional noise and traffic.</i>			
21/01258/FUL	Land South Of Henden Manor Ide Hill Road Ide Hill KENT TN14 6LA	Demolition of former stables, farm offices, gym and storage buildings, renovation and alteration of former farm buildings in The Quadrangle, erection of replacement buildings in The Quadrangle and change of use of retained and new buildings to provide new farm offices, gym, workshop and business. Erection of two detached single storey dwellings to replace farm offices and gym. Provision of car parking spaces with associated landscaping.	20/05/2021
Members resolved to object to this application. <i>The Parish Council would normally support the adaptive re-use of older redundant agricultural buildings and the proposal with regard to the retained structures in the quadrangle are sensible and acceptable. However, the Parish Council is not convinced that the erection of two new domestic dwellings for sale or letting is necessary as a key part of this development and for this reason objects to the proposal.</i>			

21/01297/HOUSE	Alma Cottage Wheatsheaf Hill Goathurst Common Ide Hill KENT TN14 6JD	The erection of a double garage	22/05/2021
<i>Members resolved to respond no objection to this application.</i>			

6. To Note the Planning Log
Noted.
7. To review any correspondence:
 - 8.1 SDC Delegated Decisions – Sundridge with Ide Hill Parish
Noted.
 - 8.2 Correspondence relating to 21/00746/FUL Henden Manor Farm
Noted.
8. Date of next meeting – TBA

11.6.2 Update from Cllr Jones on Covers Farm Application

**Minutes of an Amenities Committee Meeting
held at Sundridge Village Hall
on Wednesday 12 May 2021 7.00pm**

Present: Councillors Allgoood (Chair), Baker, De Bono, Jones, Miller and Powell
In attendance: Mrs A Barlow – Clerk and 0 member of the public
Apologies: None
Absent: None

1. To receive apologies and reasons for absence.
None.
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 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
4. To approve as a correct record the **Minutes** (enclosed) of the Amenities Committee meeting held on 1 February 2021
Members resolved to agree the minutes of the meeting of the Amenities Committee on 1 February 2021.
5. **To take Matters arising** from the Minutes where these are not covered under the subject headings below
None.
6. **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.
None.
7. **Items for decision and allocation of resources if necessary.**
 - 7.1 To discuss and agree, if appropriate, the next actions with regard to urgent issues at Sundridge Village Hall
 - 7.1.1 Car Park
Members agreed that Cllr Jones would talk to the welder to look at possible solutions.
 - 7.1.2 Door
Cllr Powell is getting quotes. The Full Council have already approved a prior quote and for the ``work to be carried up to this amount of £
 - 7.1.3 Damp
Members agreed that Cllr De Bono would clear the gutters. The wall will then need to dry out for at least six months and it will then be decorated.
 - 7.2 To agree the Terms of Reference for the Amenities Committee for recommendation to the Full Council
Members agreed to recommend the Terms of Amenities Committee for recommendation to the Full Council.
 - 7.3 To agree the list of Parish assets, allocate a Member responsible and next actions
Members allocated responsibility for each asset to Members as at Appendix A.
 - 7.4 To discuss holding an event(s) in the Parish and agree next steps
Members discussed various possibilities and agreed that further investigations should be carried out as to how the Parish Council could have a presence at village events.
8. **Urgent Business** that occurs and requires attention before the next meeting may be reported at the Chairman's discretion.
None.
9. **Date of next meeting.** TBC

Appendix A

	Ide Hill Asset	Member
1.	Ide Hill Recreation Ground	Don Baker
2.	Ide Hill Green, Ide Hill Well and Telephone Box	David Miller
3.	Goathurst Common and Goathurst Common Well	Martyn Fribbens
4.	Highways Bus Shelters Notice Board	Martyn Fribbens
5.	Dog Bins	David Miller
6.	Defibrillator	Don Baker

	Sundridge Asset	Member
7.	Bowser's Meadow	Vikki Allgood
8.	Coronation Gardens	Vikki Allgood
9.	Sunridge Village Hall	Trevor Jones
10.	Sundridge Burial Ground	Ann Powell
11.	Highways Bus Shelters Notice Board	Melvin De Bono/Trevor Jones
12.	Dog Bins	Melvin De Bono
13.	Defibrillator	Ann Powell

12.1 Reports from Working Parties

12.1.1 Stubbs Wood Working Party

12.1.1.1 Resident/tree shading

Dear Don,

I write in the hope that you can help to resolve a matter that grows ever larger, that being the trees that shade my house and my neighbour's garden, over hanging the road and now of a height that presents a danger to the property.

I first raised this issue with the Parish Council in November 2018 and I attach a copy of that correspondence and have set out below a timeline of what has happened so far;

12/11/18 - Letter and attachments (3 copies of both), personally delivered to the Parish Council Amenities Meeting, as recorded in the Minutes.

18/03/19 - Having had no response I attended a Full Council Meeting and raised the matter again. Not recorded in the Minutes.

06/08/19 - Email to Amanda and copied to you in which I set out the above and stating that I had received no reply so far.

16/09/19 - I attended a Full Council Meeting and raised the matter again as I had still received no reply.

02/10/19 - Email from you stating that David Kempster would contact me in order to assess the problem.

07/10/19 - Meeting on site with David Kempster. Also present was my neighbour Alan Gorman. David was sympathetic to our request and undertook to keep me informed on progress.

20/10/20 - Email to David Kempster as a reminder as I had not received any further contact. I received no reply.

I am now aware the Mr Kempster has resigned from the Parish Council. Needless to say that Covid has hampered and disrupted progress but I hope that something can now be done.

With regard to progress I was pleased to glean from the PC website that coppicing may be started soon, which will bring light and new life into the Wood together with the good work that the volunteers are doing.

With best regards,

12.1.2 Sundridge and Brasted Social Club Working Party

Minutes of meeting held on:

Verbal update from Cllrs Powell, De Bono and Banbrook on the meeting with the Social Club and neighbours.

12.1.3 Ide Hill Public Conveniences

- The toilet doors were fitted and are now in operation.
- The Working Party have received a details of use from Healthmatic,
- There have been issues with the drains blocking and an emergency plumber has needed to be called a few times.
- There is a problem with the flushing of the men's toilet which needs to be fixed urgently as it is a health and safety issue.
- The cleaners continue to attend the toilets daily.

12.2 Correspondence

12.2.1 To note general correspondence

Correspondence 21 04 21 to 21 05 12

58. KALC - Microsoft – Ransomware
59. KALC - Scam letters impersonating Department for Business, Energy and Industrial Strategy
60. SDC - FW: Restart Grant]
61. SDC - Sevenoaks District Council: Locals to have a say on Sevenoaks sculptures
62. KALC - MHCLG Minister response to KALC on Covid-19 financial support
63. FW: Sevenoaks District Council: Council issues Shoreham Green Belt warning
64. SDC - [Cabinet - 22 April 2021 - draft minutes](#)
65. SDC - [Council - 20 April 2021 - Minutes](#)
66. KALC - DCMS Rural Broadband Consultation
67. Sevenoaks District Council: Discarded battery causes fire
68. KALC - High Court Verdict on remote meetings
69. KALC - MHCLG Electronic Communications Infrastructure Consultation
70. KALC - Help spread the word and keep gardens flourishing this spring 💧
71. SDC - Sevenoaks District trader videos
72. SDC - Community Connectors
73. SDC - Sevenoaks District Community Safety Partnership Newsletter - April 2021
74. KALC - SCAM ALERT!! Self-Employment Income Support Scheme (SEISS) scam
75. KALC - Grant a Green | NEW Campaign & Appeal
76. KALC - NATIONAL CSSC Green Message - NCTPHQ UK Protect Bulletin - 4 May 2021
77. Sevenoaks Scouts - Community Development Plan in Sundridge – sent to Chair
78. KALC - VERY IMPORTANT - NALC CORONAVIRUS UPDATE – Meetings – sent to all Members
79. KALC - Community Connectors Newsletter
80. KALC - Kent Police - Church community possible cyber threat - Microsoft Office 365
81. SDC - [Development Control Committee - 29 April 2021 - Minutes](#)
82. KALC - KCC Media release: 'Connect with Nature' this Mental Health Awareness Week in Kent
83. KALC - Volunteers Week 2021 - free event aimed at parish councils in Kent and Medway
84. KALC - Covid-19 Recovery - Community Development work across the District

For all updates on the Covid19 pandemic visit:

<https://www.nalc.gov.uk/coronavirus>

Your Local parish Monthly Update

April 2021

Dunton Green & Riverhead. Halstead , Knockholt & Badgers Mount. Brasted, Chevening & Sundridge. Westerham & Crockham Hill

Dear All.

I hope you are all staying safe and well.

Well we are getting there; we are fast heading towards the 3rd stage of the Government road map. This will mean a lot more venues will be allowed to reopen, and people will be able to go back to work. This is all very exciting, but we still must remember

HANDS FACE SPACE

Full list of rules and regulations can be found on <https://www.gov.uk/coronavirus>

Although we have our own areas to cover, this month has been a bit more challenging, several of us have been abstracted to help in different areas, after incidents that have required more officers to assist. This has included several days in Edenbridge and then a few shifts down at Aylesham to help with the scene after the terrible loss of our PCSO colleague. These sorts of incidents are quite rare, but we can be deployed to any area with very little notice

Dunton Green and Riverhead

It saddens me to say we have had several reports of ASB and drugs in the area, this sort of behaviour will not be tolerated and local officers are working hard to ID the offenders. We do have a few leads on this, which will be followed up, and the offenders will be dealt with accordingly.

Covid breaches have reduced, but we have still had one or two calls to different households for friends and neighbours in each other's houses, please can we remind you that we still must follow the regulations.

Halstead, Knockholt and B/Mount

Although the calls to Brokehill have reduced, we have had a few calls for nuisance bikes in other parts of Stonehouse lane. This area has now become part of OP RIO, which targets the areas with this issue. There will be several patrols in and around the area, dealing with any off-road motorbikes, and suspicious vans / vehicles parked up in the area. Please can we ask residents to report any such activity.

We have had a few reports of suspicious activity, which we urge residents to report, it could be the vital bit of information we are looking for.

Westerham and Crockham Hill

There has been continuous work in the town, targeting the offenders of ASB and nuisance off-road motorbikes. There have been several bikes seized, warnings given out and crime reports investigated. A lot of this has instigated Westerham being part of OP RIO which is to specifically target nuisance off-road bikes. We have already had a good result from this which, not only have we had local bikes seized, we have had others seized which have come in from other areas.

Crockham Hill is having issues with speeding through the village, we will be out doing speed checks as soon as we can, in the meantime please try and keep an eye on your speed, something as simple as taking your foot off the accelerator can actually save lives.

Brasted, Chevening and Sundridge

We are beginning to get a couple of “Hot Spots “ in the villages, one of which is Sundridge recreation ground, we will be paying attention to this area after reports of drug related issues.

Chipstead lake is another area we will be paying particular attention to, especially now we are coming out of lockdown and the weather is meant to be getting warmer.

Please remember **HANDS, FACE, SPACE** and follow the government guidelines

STAY SAFE and LETS



PCSOs Sue and Hannah



Don't forget to follow us on Twitter



Email: csu.sevenoaks@kent.pnn.police.uk



**Kent
Police**

Call **101** for non-urgent issues.

Call **999** in an emergency.

If deaf or speech impaired text '**police**' and your message to **60066**.

12.3 Meeting Dates for 2021/22

Proposal for Tender document:

Monday 28 June at 7.45pm – Sundridge Village Hall – Sundridge Rec Tender Document Working Party

Wednesday 1 July at 6pm – Sundridge Village Hall – Extraordinary Council Meeting (to agree award of tender)

2021-22 Parish Council Meeting Dates

Parish Council Meetings – Mondays

2021

19 April	Zoom
17 May at 7.45 pm	Sundridge Village Hall
19 July at 7.45 pm	Sundridge Village Hall
20 September at 7.00 pm	Ide Hill Village Hall
15 November at 7.45 pm	Sundridge Village Hall

2022

17 January	Zoom/venue to be confirmed
21 February	Zoom/venue to be confirmed
21 March	Zoom/venue to be confirmed
	Zoom/venue to be confirmed

Amenities Committee Meetings

2021
Wednesday 12 May 2021 at 7pm

Finance Committee Meetings

2021
Monday 10 May 2021 at 7pm

Planning Committee Meetings

2021
Wednesday 12 May 2021 at Sundridge Village Hall at 6.15pm
7 June 2021
21 June 2021
5 July 2021
19 July 2021

**Committee Meetings are subject to change and cancellation.
Please confirm with the Clerk or check the website.**

www.sundridgewithidehill-pc.gov.uk