

**To: The Members of the Parish Council of Sundridge with Ide Hill** I hereby summon you to attend a Meeting of the Parish Council to be held at **Sundridge Village Hall** commencing at **7.45p.m. on Monday 24 January 2022** to transact the undermentioned business.

Clerk  19 January 2022

## **PUBLIC PAPERS**

### **AGENDA**

1. **Apologies and reasons for absence – none to date.**
2. Interests
3. **Report from County Councillor - attached**
4. **Report from District Councillor – attached**
5. **A Public Open Session.**
6. **Minutes of the Parish Council meetings held on 15 November 2021 – attached**
7. **To take Matters arising** from the Minutes where these are not covered under the subject headings below
8. 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  
Agenda Items:  
9.4  
9.5  
9.8  
10.1
9. **Finance & Personnel items for decision and noting**
  - 9.1 2021/22 Budget – attached
  - 9.2 2022/23 Budget - attached
  - 9.3 Set the precept for 2022/23 - attached
  - 9.4 Pay scale of the Council – Cllr Maybury will update at meeting
  - 9.5 Hiring Fees for regular and casual hirers of Parish assets for 2022 – attached - CONFIDENTIAL
  - 9.6 Insurance – update from Cllr Jones
  - 9.7 Finance & Personnel Committee – Minutes of meeting on 17 January 2022 - attached
  - 9.8 Personnel Committee -update from Chair at meeting
  - 9.9 Items payable and paid – attached
10. **Items for decision and allocation of resources if necessary.**
  - 10.1 Leases for Sundridge Recreation Ground – attached - CONFIDENTIAL
    - 10.1.1 Radnor House
    - 10.1.2 Ide Hill Football Club
    - 10.1.3 Sundridge AllStars
  - 10.2 Grass cutting – 2022 Contract – attached

10.3 CTIL 30082300 VF 18320 - New Site Code Letter B1 - Access Request - attached

10.4 Mobile Phone Reception in Ide Hill – attached

10.5 Ide Hill Tree and Hedge Cutting - attached

## **11.0 Items for discussion, agreeing and noting**

### **11.1 Reports from Working Parties**

11.1.1 Stubbs Wood Working Party

A notice of termination was served on Japa on 17 January 2022.

11.1.2 Sundridge and Brasted Social Club Working Party – the accounts have been received and a meeting is being organised.

11.1.3 Ide Hill Public Conveniences Working Party - the eco lighting is being installed on 24 January 2022 – a grant of £1,000 from the Ide Hill Community Shop is covering most of the £1,200 cost.

### **11.2 Communications/Events**

11.2.1 Christmas – all costs were covered by Welcome Back Funding from SDC. Events very successful.

11.2.2 Jubilee – money in the budget, Cllr Fribbens, Allgood and Clerk will look at grant options and bring a proposal to the February Meeting

11.2.3 Annual Parish Meeting – Monday 9 May 2022 – Sundridge Village Hall – ideas for the event?

11.2.4 Operation London Bridge – just for information – policy attached.

### **11.4 Councillor Vacancy**

There is a vacancy for a Councillor (Sundridge ward)

### **11.5 Sundridge with Ide Hill Parish Council Structure - attached**

### **11.6 Correspondence**

11.6.1 To note general correspondence.

11.6.2 Kent Police - attached

11.6.3 Civility and Respect Newsletter from KALC - attached

11.7 Tax Bases and Parish Electorates - attached

11.8 KALC Community Awards Scheme 2022 - attached

11.9 Meeting Dates for 2022 - attached

## **12. Date of next meetings**

**12.1 Full Council - Monday February 21 2022 at 7.30pm at Sundridge Village Hall**

**12.2 Amenities Committee – Monday January 31 2022 at 7.15pm at Sundridge Village Hall**

## **1. Apologies and reasons for absence**

**Cllr Jones.**

## **3 Report from County Councillor**

### **Nick Chard report to Sundridge with Ide Hill Parish Council 24<sup>th</sup> Jan 2022**

#### **Average Speed Cameras**

I received the below from the KCC responsible officer on 18<sup>th</sup> Jan 2022.

Just an update to say that the pre speed surveys are being undertaken this week and the online and face to face surveys have now been completed. A report will be produced on the results which I will share once I have them.

I don't have an exact installation date for the cameras but the intention is still to get them installed mid to late February 2022.

#### **Covers Farm**

The application will not be taken to KCC's planning committee before 16<sup>th</sup> March 2022.

I shall alert the clerk as soon as a date is confirmed, this will allow residents adequate time to write to committee members.

Individual letters which personalise the impact of the proposal are much better than generic letters.

I can forward the contact details of the planning committee members to the clerk, a list is also available on the KCC website and a link below.

<https://democracy.kent.gov.uk/mgCommitteeMailingList.aspx?EM=1&ID=138>

#### **Culvert at Crossroads**

Work to clear is scheduled and I am meeting with drainage officers on Monday, 24<sup>th</sup> Jan.

#### **Combe Bank Drive**

I met with residents of Combe Bank Drive and separately, with representatives from Radnor House School. The meetings included KCC Highways officers with the objective of resolving the differing views of residents and the school. Plans have been prepared and shared with both parties.

## 4., Report from District Councillor

Cllr Keith Bonin

### Report to Sundridge & Ide Hill Parish Council

24 January 2022

My apologies, I will not be able to attend the Parish Council meeting this month. There is an important planning application going to Sevenoaks Town Council's Planning Committee on the evening of the 24<sup>th</sup> January, of which I am a member. 21/04236/OUT, includes the proposal to build 70 new homes on Green Belt land just off Brittain's Lane, which falls within Sevenoaks Town and Riverhead Parish, not far from the ward boundary.

#### Planning:

**Covers Farm quarry:** I'm waiting for the planning officers report before sending emails to all Committee members.

#### Combe Bank Drive:

Radnor House School have submitted an application for a Lawful Development Certificate to improve the north end of Combe Bank Drive to allow better road access from Overden Road and relieve congestion at the south end. This is opposed by residents of the north end of Combe Bank Drive due to the increase in traffic that this is generating. Unfortunately, we as councillors have no control or influence over this decision. On the positive side, the school plan to install a gate to prevent this northern access from being used by non-residents outside of school pick up and drop off times.

As previously raised, the school is also requesting KCC to widen the entrance to Coombe Bank Drive where it meets Chevening Road, to improve access for school coaches. The intention is to increase the number of pupils traveling to school by coach, rather than private car. The widening is opposed by residents of the Drive, who have safety concerns about the use of large coaches on the narrow Drive and increased speed of cars entering the Drive. However, I have also received emails of support from the parents of pupils and Sundridge residents that use Chevening Road.

If the widening of the south end proceeds this will be done under a section 278 agreement with KCC, where the school funds the cost of the works. If the works are in adopted highway land, which they believe them to be, KCC would have rights to carry out the works as permitted development. However, the works would only proceed if an independent assessment by KCC Highways concluded that the changes would improve the function and safety of the junction. My understanding is that this would not normally require public consultation, however, KCC Highways may be willing to show some flexibility on this.

#### Flood Prevention

**Culvert under the Main Road and Chevening Road junction:** I asked our MP, Laura Trott, to raise the issue of the culvert being filled up with silt with the Environment Agency (EA). The EA has come back and responded with the following.

*"We reviewed our asset database and land ownership data, and I can confirm that the Environment Agency is not the owner or maintainer of this asset. Although the River Darent is a main river, the responsibility for its maintenance rests with the riparian owners. I would assume this to be Kent County Council Highways, as the culvert runs mainly under Chevening Road."*

The full EA correspondence is attached for your information.

As this appears to be a KCC responsibility, I will follow up with Nick Chard.

## Issues raised by residents:

### Fly tipping

There was a report of two incidences of fly tipping of commercial quantities of cat litter in Sundridge Road.

In response to a question about deploying cameras the Environmental Enforcement Officer has responded that SDC covert camera deployment is costly and complex, and therefore subject to prioritisation. However the Parish Council may be able to deploy your own measures under The Local Government and Rating Act 1997 S.31 which gives you certain powers for the detection and prevention of crime. SDC could assist the PC with this.

### SDC News:

**Sevenoaks District Council is providing a new service to help young people who have been seriously affected by the pandemic:** Any young person from 11 to 18 can join and, once in the scheme, they will be linked with a youth hub and paired with a mentor to support them. Access to mental health support is available together with funding to encourage young people to try something new or go back to something they used to enjoy before the pandemic. Details can be found on the SDC website.

With kind regards,

Keith

Laura Trott Sevenoaks

[laura.trott.mp@parliament.uk](mailto:laura.trott.mp@parliament.uk)

Our reference: EC13042

Your reference: LT18931

Date: 14 December 2021

Dear Laura

### **Re: Flooding at Sundridge**

Thank you for your correspondence dated 26 November 2021 forwarding the communication from Councillor Keith Bonin in relation to Sundridge and Chipstead on the River Darent. Due to the need to deliver a significant national project Sally will be offline from her normal duties until mid-January. I have been asked to cover her role in the interim and I remain in weekly contact to maintain a continuous service over the coming few months until Sally's return.

### **Working in partnership**

We appreciate your concern for the residents of Sundridge and Brasted. Following the flood events of 2013/14, the Environment Agency, South East Rivers Trust (SERT) and Kent County Council (KCC) worked alongside Sundridge Parish Council on various measures to reduce flood risk to properties along Main Road (A25). This included two swales to help drain surface water flooding, normally caused following intense rainfall and subsequent runoff from the Greensand Ridge to the south. There have been a number of intense rainfall events following their installation, and these two swales have operated successfully to reduce flood risk to the local community.

### **Culvert at junction of A25 and B2211**

Regarding the culvert under the junction of the A25 and Chevening Road / Church Road in Sundridge, I assume this to be the culvert depicted in Map 1 attached. We reviewed our asset database and land ownership data, and I can confirm that the Environment Agency is not the owner or maintainer of this asset. Although the River Darent is main river, the responsibility for its maintenance rests with the riparian owners. I would assume this to be Kent County Council Highways, as the culvert runs mainly under Chevening Road.

### **Chipstead vegetation management**

We infer the area described as 'from the recreational ground to Moat Close and the Old Forge' as the channels depicted on Map 2 attached. This area includes three main river open channel assets forming part of the River Darent. The channel

between the A25 and the Chipstead lake is also known as the Chipstead Relief Channel (CRC). We carry out vegetation management annually on the River Darent to maintain the flow and capacity of the river channel. In line with our Maintenance Standards, we always aim to strike a balance between providing flood protection and protecting the conservation value of a watercourse. All three open channel assets have received a hand weed cut this year, as they have done in previous years. We take a risk-based approach to flood management and do an additional weed cut should this be required. There may be a perceived difference in the severity of the weed cuts as the CRC is subject to a higher proportion of vegetation removal than the other two assets to improve conveyance on this section.

If you would like to discuss these matters further please do not hesitate to contact me at [richard.penn@environment-agency.gov.uk](mailto:richard.penn@environment-agency.gov.uk).

Yours sincerely



**Richard Penn**  
Area Director – Kent, South London and East Sussex

**EC13042: Flooding at Sundridge**

Map 1: Asset ID 85127 culvert at junction of A25 Chevening Road (B2211) and Church Road.



Map 2: Main river of River Darent through Chipstead shown in blue line.





## 6. Minutes of the Parish Council meetings held on 15 November 2021

Minutes of Full Council Meeting held on Monday 15 November 2021  
at Sundridge Village Hall at 7.45pm

**Present:** Councillors Allgood, Baker, De Bono, Evans (Chair), Fribbens Jones, Maybury, Miller and Powell  
**Attendance:** Cllr Nick Chard (County Councillor), Cllr Bonin (District Councillor), Amanda Barlow (Clerk) and 7 members of the public  
**Apologies:** Cllr Banbrook  
**Absent:** None.

### 1. To receive apologies and reasons for absence.

*Apologies were received and accepted from Cllr Banbrook*

### 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. Report from County Councillor

- *Covers Farm – There was a 3 hour site visit 12 October 2021 with KCC Councillors. It will not come to Committee before the January meeting and all the questions have been asked. Cllr Chard will advise the Clerk when the meeting will be held. 3 public speakers will be allowed, Westerham Town Council, Keep Westerham Green and Cllr Bonin (representing Brasted and Sundridge)*
- *Average Speed Camera – most villages in Kent complain of speeding traffic. Cllr Chard wanted to trial a speed camera when there was the additional burden of traffic when the M25 is closed/congested. Nowhere else in Kent has average speed cameras on A roads (only motorways). There is a consultation and there will be a trial four month period. There were a number of comments regarding the crossroads in Sundridge and Cllr Chard insisted that Sundridge is included and the trial will start at the crossroads and go west.*
- *Burst pipe at the crossroads – Cllr Chard had asked KCC drainage to attend to deal with the issue. Two trucks came from KCC drainage but there was nobody to turn off the temporary traffic lights. Cllr Chard has arranged a meeting between KCC, SDC and Highways.*
- *Commuter bus – Brasted has advised that the bus is going to stop and Cllr Chard has asked for an investigation. Cllr Allgood advised that there were Sundridge residents that were concerned about the bus.*
- *Members asked about the flooding in Sundridge. Cllr Chard advised that not enough has been done and there has been a lack of investment in cleaning the pipes. It is not something that we can cure immediately and hopefully it can be cured.*

### 4. Report from District Councillor

*Cllr Bonin had previously circulated his report and copy is included with the public papers and made the following comments:*

- *Parking restrictions on A25 as it is a dangerous exit but is on the list.*
- *SDC – call for sites under a new local plan as the old local plan is thrown. The deadline for submission is the end of January 2022.*

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.

*Keith McGinn of Ide Hill Football Club advised he had sent an email to the Clerk and suggested a working party could be formed to discuss the items on the list regarding Sundridge Recreation Ground.*

*Mr Macmillan circulated documents regarding the issues at Combe Bank Drive and Radnor House School. He advised that some planters have been put on the verge and the school have demanded that they be moved. The traffic coming up the drive has damaged the verge. The residents explained that the first bit of the drive is owned by Highways and then it becomes a private drive. Members asked the residents what they wanted as the outcome and they explained that the school should use smaller buses rather than the huge coaches. The residents have spoken to school about this but they will not use smaller buses. Residents agreed that they did not expect the Parish Council to take any action as this is a Highways issue. Residents complained that the school take no interest in the environment and as the school is expanding and the facilities are let out making it busy in the evening.*

**Members resolved to extend the meeting.**

6. To approve as a correct record the **Minutes** of the Parish Council meetings held on 25 October 2021

**Members resolved to approve the minutes of the meeting held on 25 October 2021 as a true record.**

7. **To take Matters arising** from the Minutes where these are not covered under the subject headings below

**None.**

8. 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 Items 10.1 and 10.2 in confidence.**

9. **Finance & Personnel items for decision and noting**

- 9.1 2021/22 Budget

**Noted.**

- 9.2 Parish Council's bank accounts

**The Clerk advised that the internet bank accounts have been applied for and will be in operation soon.**

- 9.3 Payroll/pension administrator

**The Clerk advised that she has requested a quote from two providers and will bring to the next meeting.**

- 9.4 Setting of the precept for 2022/23

**Members agreed the tax payment for residents should not be increased.**

- 9.5 Personnel Committee – Pay scale and Clerk's review

**Members resolved that the Personnel Committee should review the Council's pay scale and undertake the Clerk's review.**

- 9.6 Items payable and paid

**Members resolved to agree the items payable and paid at Appendix A.**

## 10. Items for decision and allocation of resources if necessary.

### 10.1 Final leases for Sundridge Recreation Ground

*Members discussed the current situation with the leases and licences.*

### 10.2 Sundridge Village Community Land Trust and next steps for the Parish assets

*Members noted that the Sundridge Village Land Trust Ltd had decided not to proceed with the project in Sundridge.*

### 10.3 Flooding in Sundridge

*This matter was dealt with in the public forum.*

## 11.0 Items for discussion, agreeing and noting

### 11.1 Reports from Working Parties

#### 11.1.1 Stubbs Wood Working Party

*Cllr Baker advised that the Parish Council has received an email from a member of the public regarding issues in Stubbs Wood. He explained the background to the coppicing work required in Stubbs Wood and a contractor called Japa came forward offering £1,500 to do the work on the basis that he could extract the timber. The work started in early August but since then his work has been spasmodic and the Parish Council has concerns. Japa have the right to take the trees down until the end of March.*

*Julian Miler of Miller Land Management had been instructed to undertake a survey of Japa. The Stubbs Wood Working Party recommend that the Parish Council serve notice on Japa and give them the time to put the conditions right. Members will then review the contract in January. He has been asked to deal with the hanging trees.*

#### 11.1.2 Sundridge and Brasted Social Club Working Party

*Members advised that they are still waiting for the accounts and they will then have a meeting.*

#### 11.1.3 Ide Hill Public Conveniences Working Party

*Members agreed the working party need to meet to discuss the eco lights.*

### 11.2 Highways

#### 11.2.1 A25 Speed cameras

*This item was dealt with in the public forum.*

### 11.3 Communications/Events

#### 11.3.1 Christmas

Noted

#### 11.3.2 Newsletter

### 11.4 Councillor Vacancy

Noted.

### 11.5 Correspondence

#### 11.5.1 To note general correspondence.

Noted.

#### 11.5.2 Kent Police

Noted.

#### 11.5.3 Sundridge with Ide Hill - Settlement Hierarchy Audit

Noted.

### 11.6 Meeting Dates for 2022

Noted.

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

## 13. Date of next meeting Monday 17 January 2021 at 7.00pm at Ide Hill Village Hall

*The meeting closed at 22.26.*

## Appendix A

| Cheque Payments up to 9 November 2021  |                                 |  |               |        |              |
|--|---------------------------------|--|---------------|--------|--------------|
| Cheque No                              | Payee                           | Details  | Total Payable | VAT    | Basic Amount |
| 1329                                   | Royal British Legion            | Donation to RBL for 2 x poppy wreaths            | 70.00         |        | 70.00        |
| 1330                                   | Commercial Services Trading Ltd | Grounds Maintenance quarterly charge             | 4,004.84      | 667.47 | 3,337.37     |
| 1331                                   | Val & Sander Reytenbach         | Cleaning of IH Toilets (£500) and SVH (£120)     | 620.00        |        | 620.00       |
| 1333                                   | EDF Energy                      | Electricity for Ide Hill Toilets (Septmeber/Oct) | 61.57         |        | 61.57        |
| 1334                                   | Streetlights                    | Repairs to Column 62                             | 117.30        | 19.55  | 97.75        |
|  |                                 |  |               |        |              |
|  |                                 |  |               |        |              |
|  |                                 |  |               |        |              |
|  |                                 |  |               |        |              |
| Cheque Payments up to 15 November 2021 |                                 |  |               |        |              |
| 1335                                   | HMRC                            | Tax for July/Aug/Sept                            | 867.26        |        | 867.26       |
| 1336                                   | EDF Energy                      | Electricity Ide Hill Toilets Oct 21              | 56.34         | 2.68   | 53.60        |
| 1337                                   | EDF Energy                      | Electricity SVH                                  | 139.33        | 6.63   | 132.70       |
| 1338                                   | G Barlow                        | Clerk's expenses                                 | 133.18        |        | 133.18       |
|  |                                 |  |               |        |              |
|  |                                 |  |               |        |              |
|  |                                 |  |               |        |              |

### Correspondence 21 10 26 to 21 11 11

1. Sevenoaks District Council: Three new trees for the Queen's Jubilee
2. Gatwick Northern Runway Project
3. SDC - Development & Conservation Advisory Committee - 19 October 2021- Minutes
4. SDC - Development Control Committee - 21 October 2021 – Minutes
5. Gatwick In Touch Newsletter Edition 5
6. Kent Police Public Engagement Event invite\_Safeguarding Women and Girls
7. Proposed expansion at Gatwick Airport
8. SDC - A Housing Strategy for Sevenoaks - Key Questions for Members
9. KALC - THE QUEEN'S PLATINUM JUBILEE BEACONS 2ND JUNE 2022
10. KALC NEWS OCTOBER 2021
11. Sevenoaks District Council: Electrifying scheme to help the District go green
12. SDC - Police Public Engagement - Safeguarding Women
13. Sevenoaks District Independent Police Advisory Group – volunteers wanted
14. SDC - Finance & Investment Advisory Committee - 4 November 2021 –
15. Kent Police - My Community Voice
16. SDC - Licensing Committee - 2 November 2021 – Minutes
17. Sevenoaks District Council: New grant bid for Bradbourne Lakes
18. SDC Cabinet - 11 November 2021 - draft minutes

For all updates on the Covid19 pandemic visit:

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

**7. To take Matters arising** from the Minutes where these are not covered under the subject headings below

All matters arising are covered by the items on the Agenda.

8. 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

Clerk is recommending that the following items are discussed in confidence.

- 9.4
- 9.5
- 9.8
- 10.1

**9 Finance & Personnel items for decision and noting**

9.1 2021/22 Budget – attached separately

9.2 2022/23 Budget – attached separately

Set the precept for 2022/23

## **Precept Calculations**

### **Actual 2021/22**

Precept £65,000

Council tax base 928.01

$65000/928.01 = £70.04$

**Members of the Finance & Personnel Committee recommend that the precept be set at £65,909 as in example 2. Residents tax payments will remain the same as 2021/22 at £70.04.**

### **Suggested 2022/23**

Example 1 – 2022/23

Precept £65,000

Council tax base 941.03

$65000/941.03 = £69.07$

Example 2

Precept £65,909

Council tax base

$£65,909/941.03 = £70.04$

Expenditure: £93,120

Less

Income: £27,211

£65,909 = Precept

9.4 Pay scale of the Council – Cllr Maybury will update at meeting – CONFIDENTIAL ITEM

9.5 Hiring Fees for regular and casual hirers of Parish assets for 2022 – CONFIDENTIAL

**9.6 Insurance – update from Cllr Jones**



**DRAFT Minutes of the Finance Committee Meeting  
held at Ide Hill Village Hall on 17 January 2022, 7.00pm**

**Present:** Councillors Allgood (Chair), Baker, Banbrook, Evans (in part), Maybury (Chair), Miller and Powell

**In attendance:** Amanda Barlow – Clerk and 0 members of the public

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

***Members resolved that Agenda items 7.4 and 8 should be discussed in confidence.***

4. To approve as a correct record the **Minutes** (enclosed) of the Finance Committee meeting held on 10 May 2021.  
***The minutes were approved and signed as a true and accurate record.***
5. **To take Matters arising** from the Minutes where these are not covered under the subject headings below  
**The Clerk updated Members on the new internet banking arrangements.**

***The Clerk advised that she has completed the forms for the internet banking and it should be opened within a few weeks.***

***Members asked the Clerk to get an update from Cllr Jones regarding the insurance.***

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 Review budget for 2021/22

*Members noted the budget and agreed that they would meet in March to look at the budget and reserves.*

7.2 Agree Budget for 2022/23 for recommendation to the Full Council

***Members agreed to present the 2022/23 budget for approval to the Full Council.***

7.3 Agree precept for 2022/23 for recommendation to the Full Council

***Members unanimously resolved to recommend to Full Council that the tax charge remained at £70.04 and the precept was set at £65,909.***

7.4 Review the letting rates and arrangements for casual and regular hirers of the Parish Council assets

***Members agreed the payment rates for the regular hirers of assets and the public charging rates should remain the same and as advertised on the website.***

7.5 Review and agree, if appropriate, the pay scale of the Council

***Members discussed at length the pay scale of the Council and Cllr Maybury agreed to present the position to the Full Council meeting for decision.***

7.6 Agree a payroll and pension administrator from April 2022

***Members resolved to appoint DM Payroll Ltd to carry out the payroll and pension administration from 1 April 2022.***

8. **Personnel Committee** – update from the Committee

*The Personnel Committee are meeting on Wednesday 19 January 2022.*

9. Date of next meeting

***14 March 2022 at 7.15pm at Sundridge Village Hall***

## 9.8 Personnel Committee -update from Chair at meeting – CONFIDENTIAL

### 9.9 Items payable and paid

| Cheque Payments up to 10 January 2022 |                               |  |               |        |              |
|---------------------------------------|-------------------------------|--|---------------|--------|--------------|
| Cheque No                             | Payee                         | Details  | Total Payable | VAT    | Basic Amount |
| 1349                                  | Streetlights                  | Repair to column 10                            | 210.00        | 35.00  | 175.00       |
| 1350                                  | Don Baker                     | Reimbursement for batteries - Christmas lights | 101.55        |        | 101.55       |
| 1352                                  | Goldservice Contract Cleaning | Toilet rolls - Ide Hill Toilets                | 112.46        | 18.74  | 93.72        |
| 1353                                  | Miller Land Management        | Consultancy work for Stubbs Wood               | 732.00        | 122.00 | 610.00       |
| 1354                                  | Dominic Rossi                 | Stubbs Wood - Gate posts                       | 20.00         |        | 20.00        |
| 1354                                  | Dominic Rossi                 | Repair to machinery for Stubbs Wood            | 146.58        | 24.23  | 122.35       |
| 1356                                  | SLCC                          | Membership of SLCC for Clerk                   | 171.00        |        | 171.00       |
| 1357                                  | G Barlow                      | Clerk's expenses                               | 147.20        |        | 147.20       |
| 1358                                  | Calor Gas                     | Bulk propane delivery - Sundridge Rec Pavilion | 409.31        | 19.49  | 389.82       |
| 1359                                  | EDF Energy                    | Ide Hill toilets electricity                   | 56.56         | 2.69   | 56.56        |
| 1360                                  | Val & Sander Reytenbach       | Cleaning Ide Hill Toilets £500 SVH £120        | 620.00        |        | 620.00       |
|                                       |                               |  |               |        |              |
|                                       |                               |  |               |        |              |
|                                       |                               |  |               |        |              |
|                                       |                               |  |               |        |              |
|                                       |                               |  |               |        |              |

## **10. Items for decision and allocation of resources if necessary.**

### **10.1 Leases for Sundridge Recreation Ground – CONFIDENTIAL**

10.1.1 Radnor House

10.1.2 Ide Hill Football Club

10.1.3 Sundridge AllStars



Your Environment Matters

1 Abbey Wood, Kings Hill, West Malling, Kent ME19 4YT

Tel: 01622 236655 E-mail: [LS.office@csLtd.org.uk](mailto:LS.office@csLtd.org.uk)

|                           |   |                        |                                   |
|---------------------------|---|------------------------|-----------------------------------|
| <b>Site Name:</b>         | Sundridge with Ide Hill Parish Council  | <b>Date:</b>           | 29 <sup>th</sup> November 2021    |
| <b>Quotation Address:</b> | Sundridge with Ide Hill Parish Council<br>11 Clover Way<br>Paddock Wood<br>Kent<br>TN12 6BQ | <b>Quotation Ref:</b>  | LS.PC.Q022.060F                   |
| <b>Site Contact:</b>      | Ms A Barlow<br>Clerk to Sundridge with Ide Hill Parish Council                              | <b>Quotation From:</b> | Colin Slattery<br>General Manager |

|    | Quotation  | Price   | Required |
|----|--|---------|----------|
| 1  | Sundridge - Coronation Gardens - Hand mow on 12 occasions  | £341.40 |          |
| 2  | Sundridge - Coronation Gardens - Hand mow river bank adjacent to footpath from 128 Main Road to the bridge in Chevening Road on 12 occasions | £455.19 |          |
| 3  | Sundridge - Reserve burial ground - Flail mow land on 2 occasions  | £379.33 |          |
| 4  | Sundridge - Bowsers Meadow - Flail mow on 8 occasions  | £910.40 |          |
| 5  | Sundridge - Bowsers Meadow - Hedge cutting on 1 occasion   | £91.05  |          |
| 6  | Sundridge - Bowsers Meadow - Hand mow play area on 12 occasions  | £455.19 |          |
| 7  | Sundridge - Recreation ground - Gang mow playing surface and surrounding close mown areas on 12 occasions                                    | £682.80 |          |
| 8  | Sundridge - Recreation ground - Strim the southern boundary on 8 occasions   | £606.92 |          |
| 9  | Sundridge - Recreation ground - Flail mow north and west boundary on 8 occasions   | £606.92 |          |
| 10 | Sundridge - Recreation ground - Strim Approach Road on 8 occasions   | £303.46 |          |
| 11 | Ide Hill - Goathurst Common Recreation Ground - Gang mow on 12 occasions   | £227.59 |          |
| 12 | Ide Hill - Goathurst Common Recreation Ground - Hand mow play area on 12 occasions   | £455.19 |          |



|    |   |          |  |
|----|---|----------|--|
| 13 | Ide Hill - The Green - Gang mow on 12 occasions                                 | £227.59  |  |
| 14 | Ide Hill - The Green - Traffic Roundabout - Hand mow on 12 occasions            | £455.19  |  |
| 15 | Ide Hill - The Green - Hand mow the banks surrounding the green on 12 occasions | £1365.60 |  |
| 16 | Ide Hill - Wheatsheaf Hill - Flail mow on 6 occasions                           | £455.19  |  |
| 17 | Ide Hill - Mount Pleasant - Hand mow on 7 occasions                             | £796.60  |  |
| 18 | Ide Hill - Camberwell Lane playing field - Gang mow on 15 occasions             | £426.74  |  |
| 19 | Ide Hill - Camberwell Lane play area - Hand mow on 7 occasions                  | £265.53  |  |

This quotation is valid for 30 days and is subject to VAT and the availability of plant and materials.

**On behalf of the above establishment I confirm acceptance of the above quotation.**

**Name:** \_\_\_\_\_ **Position:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:**     /     /



Clarke Telecom Limited  
Unit E, Madison Place,  
Northampton Road  
Manchester, M40 5AG

T: +44 (0) 161 785 4500  
F: +44 (0) 161 785 4501

The Parish Council of Sundridge with Ide Hill  
11 Clover Way  
Paddock Wood  
Tonbridge  
TN12 6BQ

29<sup>th</sup> November 2021

BY EMAIL & POST

Our Ref: CTIL 30082300 VF 18320 TEF 88148  
Your Ref:

**REQUEST FOR ACCESS FOR SURVEY AND ASSESSMENT PURPOSES**

Dear Parish Council of Sundridge with Ide Hill

**Land situated at Land on the north west of Stubbs Wood Car Park, Stubbs Wood, Wheatsheaf Hill, Ide Hill, Sevenoaks, TN14 6JA NGRs: E: 549650 N: 151838 as is shown on the enclosed plan.**

I write further to my letter of 16<sup>th</sup> November 2021.

You may recall that I act on behalf of Cornerstone Telecommunications Infrastructure Limited, UK's leading mobile infrastructure services company, who installs equipment on land to enable companies such as Vodafone Limited and Telefonica UK Limited (known as O2) to provide mobile phone services to the general public.

Cornerstone has identified your land as a possible location for the installation and operation of electronic communications equipment and wishes to visit your property and conduct a survey to assess its suitability for such purposes. We, therefore, request your permission to do so and I would be grateful if you could confirm when would be a convenient time to visit.

Please also find enclosed Cornerstone's Guide to a Multi-Skilled Visit ("MSV") and Frequently Asked Questions document, which provides practical information on what happens during the survey process. This document is also available on Cornerstone's website at [www.cornerstone.network/landlords/msv](http://www.cornerstone.network/landlords/msv)

Unit E, Madison Place  
Northampton Road  
Manchester, M40 5AG  
T: +44 (0) 161 785 4500  
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Clarke Telecom Ltd Registered in England. Company Reg No. 07524755  
Registered address: Yew Trees, Main Street North, Aberford, West Yorkshire, LS25 3AA

Unit 15  
Dunstable Road, East  
Harrogate, North Yorkshire  
RH1 5DZ  
T: +44 (0) 1737 859 900

First floor Unit 5  
The Parkway  
Runcorn, Warrington  
WA7 3GH  
T: +44 (0) 1928 333 107



Classification: Confidential

Cornerstone may need to attend your land on approximately [4] occasions, all of which will be within an 8-week period to be agreed between us. Once this 8-week period has been agreed, please be assured that we will provide you with at least 48 hours prior notice before we visit. We will always endeavour to keep any inconvenience to a minimum.

Cornerstone shall adhere to the Code of Practice published by OFCOM (the Government's regulatory body that governs operators such as Cornerstone), which has been produced to support the parties through this process.

The Code of Practice recognises the need for such visits to take place. Paragraphs 1.15 to 1.18 state:

*"1.15 Where new apparatus needs to be deployed on a new site, the Operators will follow a sequence of steps, depending on the nature of the apparatus to be installed. For minor installations of apparatus (for example, the placement of a telegraph pole), it may be possible to reach an agreement on standard terms and conditions and without the need for a site visit. For more complex situations (such as a new mobile mast), a site visit may be required to assess the suitability of the location and to find out other background information."*

#### *Stage 1: Site Survey*

*1.16 Once it has been determined that new Apparatus is required in a given area, the Operator should identify various options for new sites and survey possible solutions based on technical and planning considerations.*

*1.17 Although access to maps, satellite imagery, building plans etc. can enable much of the site feasibility to be conducted remotely, direct access to a potential site and the ability to discuss practical matters with Landowners may be required.*

*1.18 Where access is necessary, the Operator should request such access in writing, covering the matters set out in Annex A, where relevant. The Operator should generally request that access is given within a reasonable period (e.g. this may be a period of around 7 days). The access request should set out the nature of the visit and a basic outline of the proposed installation/s."*

Annex A of the Code of Practice, referenced above, is enclosed with this letter and sets out the information that Cornerstone should provide. In accordance with



these requirements, please find enclosed a Site Survey Request Form and Method Statement showing the types of activities that may be necessary during a survey.

If you have any questions about the contents of this letter or its enclosures, I would be happy to assist. I look forward to hearing from you to arrange a mutually convenient time to discuss this further.

Alternatively, if you would prefer me to liaise with another contact such as a managing agent concerning this visit, I would be grateful if you could provide me with their contact details.

Yours sincerely



**Wasim Patel**

**Acquisition Surveyor**

**Mob: +44 (0)777 814 5480**

**Email: [Wasim.Patel@clarke-telecom.com](mailto:Wasim.Patel@clarke-telecom.com)**

**For and on behalf of Cornerstone Telecommunications Infrastructure Limited**

We adhere to the professional standards in Ofcom's Code of Practice which outlines best practice to facilitate positive and productive engagement between the landowners and operators in respect of any agreement made under the Code. Further information can be found on Cornerstone's website at [www.cornerstone.network/landlords](http://www.cornerstone.network/landlords)

*Enc; Site Survey Request Form*

*Method Statement*

*Guide to a Multi-Skilled Visit & FAQ Document*

Location Map



## 10.4 Mobile Phone Reception in Ide Hill

**From:** annebeasley789

**Sent:** 30 December 2021 14:58

**To:** john.evans@sundridgewithidehill-pc.gov.uk; clerk@sundridgewithidehill-pc.gov.uk

**Cc:** don.baker@sundridgewithidehill-pc.gov.uk; russell.maybury@sundridgewithidehill-pc.gov.uk; martyn.fribbens@sundridgewithidehill-pc.gov.uk; david.miller@sundridgewithidehill-pc.gov.uk

**Subject:** Mobile phone access in Ide Hill

Dear members of the Parish Council

As I struggled once again this morning to find a mobile phone signal at home I was reminded of a recent item on the BBC news about Coverdale in North Yorkshire, which has succeeded in improving its digital infrastructure so that the residents and small businesses in the area now have a good mobile phone signal and superfast broadband.

The problems they were encountering were:

Difficulty with home schooling and working from home;

Difficulty in running a small business in the area, including farming and hospitality businesses;

Difficulty in summoning the emergency services;

Difficulty with internet banking and on-line shopping from a number of websites because the companies involved insist on sending text messages to confirm identity.

All these issues resonated with me as they are precisely the same problems the residents of Ide Hill face on a daily basis. I would be grateful if you would let me know what the Parish Council is doing to address these issues, particularly the need for a decent mobile phone signal in the village, and whether we are likely to see an improvement soon.

Many thanks,

Anne Beasley

**From:** Jo Paton <jpaton@radnor-sevenoaks.org>

**Sent:** 06 January 2022 14:09

**To:** clerk@sundridgewithidehill-pc.gov.uk

**Cc:** John Evans <john.evans@sundridgewithidehill-pc.gov.uk>; Don <donaldbaker747@gmail.com>; David Miller <david.sevge@icloud.com>; russell.maybury@sundridgewithidehill-pc.gov.uk; martyn.fribbens@sundridgewithidehill-pc.gov.uk

**Subject:** Mobile 'phone reception in Ide Hill

Dear Amanda and Ide Hill Parish Councillors,

I hope you had a healthy Christmas and happy new year.

I am writing following recent communication with Anne and Paul Beasley and in a personal capacity as a resident, without any connection to Radnor House Sevenoaks.

Since moving to Ide Cottage in June 2019, we have suffered from a extremely weak and unstable mobile 'phone signal which adversely affects us, our guests, visitors and workers on site. Home schooling and home working was made even more difficult during the pandemic lockdowns due to lack of signal. Workers on site this year have not been able to make or receive communications unless they move to the centre of the Green which causes numerous problems including confusion regarding deliveries with a knock-on effect for time frames and annoyance to neighbours. My elderly mother who lives alone struggles to reach me when she needs to and I

cannot make or receive calls from my mobile anywhere in the village. We have installed extensive wifi in the house to combat this, so we survive using the wifi and Whatsapp which is not ideal.

I appreciate there may be counter arguments e.g. the appropriateness of a mast in the village due to the AONB status, conservation areas etc but I hope my email can add to a constructive and respectful debate and helps you reach a decision. If I can be of any help at all, please don't hesitate to get in touch.

With warm regards,

Yours sincerely,

Jo Paton

## 10. 5 Ide Hill Tree and Hedge Cutting

**From:** paul beasley <

**To:** Don Baker <[don.baker@sundridgewithidehill-pc.gov.uk](mailto:don.baker@sundridgewithidehill-pc.gov.uk)>; David Miller <[david.miller@sundridgewithidehill-pc.gov.uk](mailto:david.miller@sundridgewithidehill-pc.gov.uk)>;  
[russell.maybury@sundridgewithidehill-pc.gov.uk](mailto:russell.maybury@sundridgewithidehill-pc.gov.uk) <[russell.maybury@sundridgewithidehill-pc.gov.uk](mailto:russell.maybury@sundridgewithidehill-pc.gov.uk)>;  
[martyn.fribbens@sundridgewithidehill-pc.gov.uk](mailto:martyn.fribbens@sundridgewithidehill-pc.gov.uk) <[martyn.fribbens@sundridgewithidehill-pc.gov.uk](mailto:martyn.fribbens@sundridgewithidehill-pc.gov.uk)>

**Cc:** [derrywiltshire@gmail.com](mailto:derrywiltshire@gmail.com) <[derrywiltshire@gmail.com](mailto:derrywiltshire@gmail.com)>; Tony King <[king\\_tony@btinternet.com](mailto:king_tony@btinternet.com)>; Kevin Macey  
<[kevin.macey4@gmail.com](mailto:kevin.macey4@gmail.com)>

**Sent:** Thursday, 2 December 2021, 11:33:21 GMT

**Subject:** Ide Hill Rec

Gents,

A couple of things to make you aware of.

1. The 2 trees behind me are looking very sad. Two major branches have collapsed and are partly resting on the ground. They require major surgery or replacing.

2. The hedges forming the north and northwest boundaries which are the PC's responsibility have not been cut for 3 years at least. They were last cut as I recall by Chris Jones who used to cut our hedges at the same time.

Personally I have no problem with them as they are, but they will have to be cut at some time. Chris Jones or Paul Scott (who has just cut our hedges) will do them for you.

Cheers,

Paul

## **11.0 Items for discussion, agreeing and noting**

### **11.1 Reports from Working Parties**

#### **11.1.1 Stubbs Wood Working Party**

A notice of termination was served on Japa on 17 January 2022.

11.1.2 Sundridge and Brasted Social Club Working Party – the accounts have been received and a meeting is being organised.

11.1.3 Ide Hill Public Conveniences Working Party - the eco lighting is being installed on 24 January 2022 – a grant of £1,000 from the Ide Hill Community Shop is covering most of the £1,200 cost.

### **11.2 Communications/Events**

11.2.1 Christmas – all costs were covered by Welcome Back Funding from SDC. Events very successful.

11.2.2 Jubilee – money in the budget, Cllr Fribbens, Allgood and Clerk will look at grant options and bring a proposal to the February Meeting

11.2.3 Annual Parish Meeting – Monday 9 May 2022 – Sundridge Village Hall – ideas for the event?

## Sundridge with Ide Hill Parish Council Operation London Bridge Policy

This protocol sets out the action to be taken in the event of the death of HM The Queen (codename Operation London Bridge) and shall only be implemented when an official announcement is made by Buckingham Palace. A 10-day period of state mourning will commence and the State Funeral shall be held at Westminster Abbey on the 10<sup>th</sup> day; unless this falls on a Sunday in which case the funeral will be on the Monday.

The Clerk will be the lead for this protocol in the event of the Royal death, in liaison with SDC. The following actions will be undertaken to mark the occasion:

1. **Cancellation of meetings/business** – Meetings pre-arranged to be held anytime within the 10 days of mourning must be cancelled/rescheduled. This includes any events of a celebratory nature (Christmas, Easter, fetes, parties) but does not include Remembrance Services. Unless falling on a Saturday, the day of the state funeral will be a public holiday and no business should be transacted.

2. **Letter of Condolence** – The Parish Council shall pre-arrange a letter offering condolences to next of kin to be sent to the Royal Archives on the day following death. The letter shall be prepared and agreed by the full council.

3. **Words of Condolence** – A message of condolence from the Parish Council as a corporate body shall be published on the website, noticeboards and social media and released to local press. This wording shall be agreed by the full council.

4. **Condolence Books** – One book shall be placed in Sundridge Village Hall and one book in the Community Shop at Ide Hill. The books are to be made available for parishioners to write their messages of condolence from the first working day after the day of death until the day after the state funeral has taken place. The black-bordered loose-leaf pages will be in a black ring-binder. This allows for pages to be reordered and for the removal of inappropriate content. Following completion of the open period for signing (approximately 10 days) the pages may be reviewed, reordered and bound. A letter shall be sent to the Private Secretary at Buckingham Palace advising a condolence book is held in council archives. The book is to be placed on a table clothed in black with a small appropriate floral tribute (to be refreshed when necessary), a framed photo of HM The Queen with a black ribbon across one top corner of the frame and image. A supply of pens will be made available.

5. **In Mourning Veil on Website** – From the first day after death a grey veil shall be placed on the main web pages of [www.sundridgewithidehill-pc.gov.uk](http://www.sundridgewithidehill-pc.gov.uk). This shall be arranged by the current website developer and remain in place until the day after the state funeral has taken place.

6. **In Mourning Covering Image (for SWIH Facebook page)** – From the first day after death a suitable cover image shall be published. This shall stay in place until the day after the state funeral has taken place. To be arranged by the Clerk.

7. **Area for Laying Floral Tributes** – Floral tributes may be laid in Coronation Gardens, Sundridge and at the well on Ide Hill Village Green. This opportunity will be published accordingly at the time. Only cut flowers in compostable wrappings (with no plastic ribbons/ties or rubber bands) may be laid. The area shall be checked regularly during the week of mourning. These will remain in place until the day after the state funeral has taken place. Once removed the flowers will be composted appropriately. For alternative locations the District Council shall provide a list on their website of appropriate locations over the district where floral tributes can be laid and will be managed. A link to this information shall be provided to parishioners via the SWIH website and social media.

8. **Flag in Coronation Gardens** – The Clerk will issue give instructions (received from SDC) with regard to Union Flag in Coronation Gardens following the implementation of Operation London Bridge.

## 11.4 Councillor Vacancy

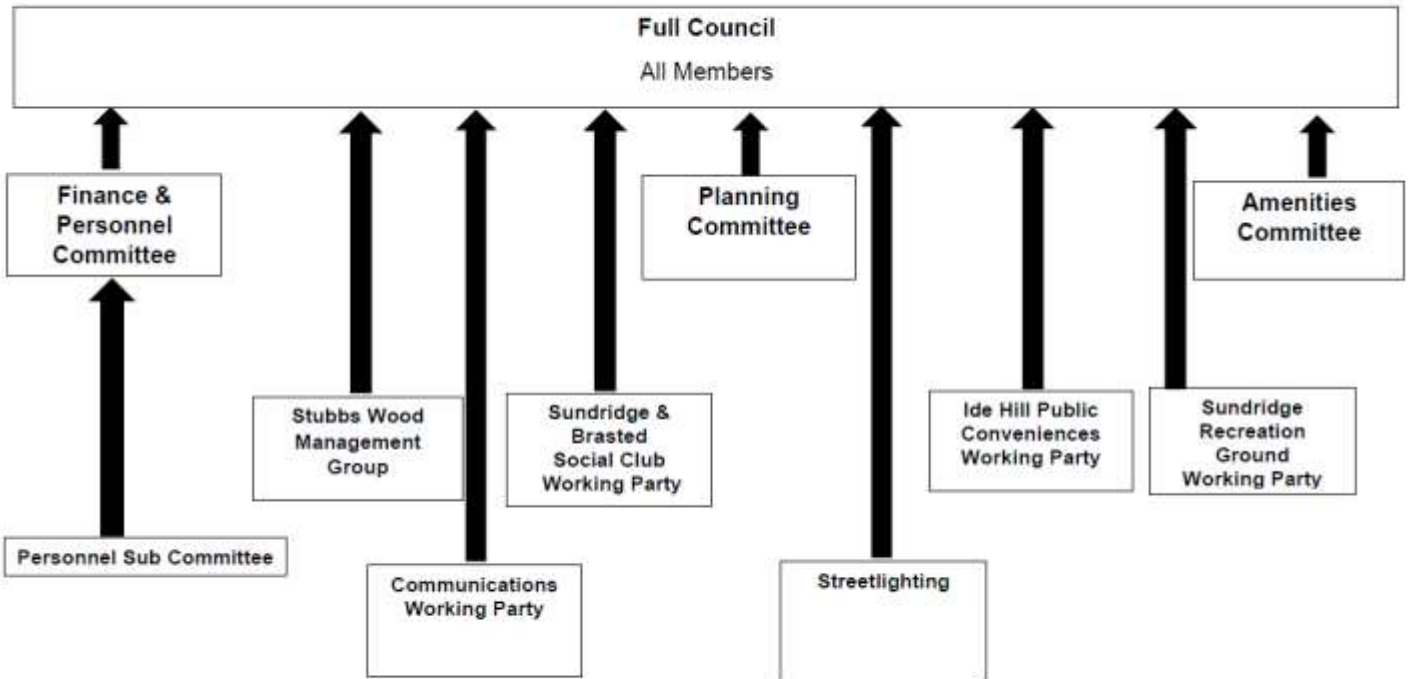
There is a vacancy for a Councillor (Sundridge ward)

## 11.5 Sundridge with Ide Hill Parish Council Structure

### Sundridge with Ide Hill Parish Council

Sundridge with Ide Hill Parish Council

Committee Organisation Chart





## Committee Membership

|                  |  |  |  |   |
|------------------|--|--|--|---|
| <b>Amenities</b> | Vikki Allgood<br>(Chair)<br>Don Baker<br>Melvin De Bono<br>Martyn Fribbens<br>Trevor Jones<br>David Miller<br>Ann Powell |  | <b>Sundridge and Brasted<br/>Social Club Working<br/>Party</b> | John Banbrook<br>Melvin De Bono<br>Ann Powell   |
| <b>Finance</b>   | Vikki Allgood<br>Don Baker<br>John Banbrook<br>John Evans<br>Russell Maybury<br>(Chair)<br>David Miller<br>Ann Powell    |  | <b>Ide Hill Public<br/>Conveniences Working<br/>Party</b>      | Don Baker<br>Martyn Fribbens<br>Russell Maybury<br>David Miller                       |
| <b>Personnel</b> | Vikki Allgood<br>Don Baker<br>John Evans<br>Russell Maybury<br>(Chair)   |  | <b>Stubbs Wood<br/>Management Committee</b>                    | Don Baker<br>Martyn Fribbens<br>Russell Maybury<br>David Miller                       |
| <b>Planning</b>  | Vikki Allgood<br>Don Baker<br>John Evans<br>Trevor Jones<br>(Chair)<br>Russell Maybury<br>Ann Powell                     |  | <b>Sunridge Recreation<br/>Ground Working Party</b>            | Vikki Allgood<br>Don Baker<br>Trevor Jones (Chair)<br>Russell Maybury<br>David Miller |
|                  |  |  | <b>Communications<br/>Working Party</b>                        | Vikki Allgood<br>Melvin de Bono<br>Martyn Fribbens                                    |
|                  |  |  | <b>Streetlighting</b>  | John Banbrook   |

## 11.6 Correspondence

### 11.6.1 To note general correspondence.

1. KALC AGM 13 November 2021 - Climate Change presentation
2. SDC - Local Government Association - Corporate Peer Challenge
3. KALC - NALC Policy Consultation Briefing - Environmental Permitting Regulations.
4. Gatwick Airport - Gatwick Northern Run Project Consultation
5. South East Water - 25 Year Plan consultation
6. GAGNE Gatwick - Time is Running Out
7. SDC - This Girl Can Cycling Project
8. Sevenoaks District Council: Reaching out to residents in need
9. Keep Britain Tidy – save the date
10. KCC - Kent Minerals and Waste Local Plan 2013-30 Full Review 2021
11. KALC Carbon Footprint Calculator
12. KALC - THE QUEEN'S PLATINUM JUBILEE BEACONS 2ND JUNE 202
13. Sevenoaks District Council: Swanley man fined £2,530 for fly-tipping
14. SDC - Easter & Summer Family Fun Days 2022

For all Agenda and Minutes related to SDC meetings please visit:

<https://cds.sevenoaks.gov.uk/mgCalendarMonthView.aspx?GL=1&bcr=>

# Your Local parish Monthly Update

December 2021

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

Dear All,

Welcome to this month’s newsletter.

First, May I wish you all a Happy New Year. Hooray, we have made it to 2022 . We will be launching “MY COMMUNITY VOICE” in the very near future, so please can I ask you all to sign up, it is free and is a good way to keep up to date with issues in your area.



**Be the first to find out what's happening in your area**

My Community Voice is a free online engagement tool brought to you by Kent Police. Whether you live, work or holiday in Kent or Medway, My Community Voice provides real time intelligence directly from our police officers, staff and volunteers, about matters that may affect you in your community.

Your voice is important to us and we need to hear what concerns or ideas you may have in the area that is important to you. You can also share messages with others or reply to and reply to you have information to share.

From crime prevention advice, to the latest updates on events, updates on events - you control what information you receive and how you receive it, by email, text or via a message.



[Sign up today, it's free and easy! Visit \[www.kent.police.uk/mycommunityvoice\]\(https://www.kent.police.uk/mycommunityvoice\)](https://www.kent.police.uk/mycommunityvoice)

Report a crime  
Report a non-report crime online [www.kent.police.uk/report](https://www.kent.police.uk/report)  
Talk to us on Twitter - @kent247 [www.kent.police.uk/contact](https://www.kent.police.uk/contact)  
In an emergency, if a crime is in progress or life is in danger call 999  
If you have a hearing or speech impairment, use our textphone service 0300 30 30 30  
[www.kent.police.uk](https://www.kent.police.uk)   

## Dunton Green & Riverhead

I am a bit concerned we are still getting reports of drug dealing in the area, I will be paying particular attention to this issue and will keep you updated on my findings.

There is an ongoing investigation involving youths causing ASB in the Tesco area, 2 of the youths have already been identified and will be dealt with accordingly.

### **Halstead, Knockholt & Badgers Mount**

We have had very few reports this, but there has been a theft of a catalytic convertor. This is still being investigated, but I would like to give residents a few crime prevention trips, which will hopefully help keep your vehicle safe

- Garage your car whenever possible.
- Park in a well-lit area.
- Locks or other security devices act as a deterrent.
- Steering locks and gear locks are inexpensive and easy to fit.
- Consider installing an immobiliser or an alarm – and use it!
- Fit locking wheel nuts – they are inexpensive and easy to fit.
- Keep your keys in a safe place at all times.
- Remove keys from the ignition when you leave your vehicle – even for a few seconds.
- Have your registration no. or part of Vehicle ID no. etched onto the glass surfaces.
- Stereos and Sat Navs are some of the most sought-after items - get one that is totally or partly removable and do not leave the support cradle in place or suction pad marks on the windscreen.
- Don't leave valuables in your vehicle – a coat on the back seat is a target for a thief.
- Consider marking all your property – especially the items you frequently take in the car.
- Lock all doors, windows and sunroof every time you leave your car, however briefly.
- Lockable fuel caps are advisable.
- Anti-tamper number plate screws are available on the market.

### **Brasted, Chevening and Sundridge & Ide Hill**

My recent article on E-scooters has been backed up by an incident involving a high-powered E-scooter in the Sundridge area. The rider was spoken to, but made off, believing he had got away without having his Scooter seized, so you can imagine his surprise when a patrol knocked on his door on Christmas Eve, seized his E-scooter and arrested the rider. The rider came from the London area and now, hopefully realises, we won't tolerate that sort of behaviour in the area

### **Westerham & Crockham Hill**

Well, we seem to have gone from Anti-Social-Behaviour, to vehicle crime. There has been a couple of vehicles stolen from the town, 1 has been recovered and the other is still under investigation. I would like to advise ALL vehicle owners to check their security on they vehicles, please make sure you always lock your vehicle, even if you are just popping into the shop. There is plenty of crime prevention advice on the Kent police website.

## STAY SAFE

PCSO Sue



Don't forget to follow us on Twitter



Email: [csu.sevenoaks@kent.pnn.police.uk](mailto: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**.

11.6.3 Civility and Respect Newsletter from KALC -

| <b>2022/2023 Taxbase for tax-setting purposes (all SDC Towns/Parishes)</b> |                       |                       |  |
|--|-----------------------|-----------------------|--|
|  | <b><u>2022/23</u></b> | <b><u>2021/22</u></b> | <b><u>2022/23</u><br/><u>increase</u><br/><u>over</u><br/><u>2021/22</u></b> |
| Ash-cum-Ridley   | 2,444.31              | 2,426.35              | 17.96  |
| Badgers Mount  | 331.71                | 328.16                | 3.55   |
| Brasted  | 781.61                | 775.49                | 6.12   |
| Chevening  | 1,450.67              | 1,445.79              | 4.88   |
| Chiddingstone  | 609.13                | 602.21                | 6.92   |
| Cowden   | 440.01                | 442.50                | -2.49  |
| Crockenhill  | 655.21                | 654.75                | 0.46   |
| Dunton Green   | 1,343.85              | 1,329.09              | 14.76  |
| Edenbridge   | 3,819.62              | 3,730.15              | 89.47  |
| Eynsford   | 951.52                | 944.94                | 6.58   |
| Farningham   | 669.26                | 661.54                | 7.72   |
| Fawkham  | 297.59                | 289.59                | 8.00   |
| Halstead   | 778.64                | 767.03                | 11.61  |
| Hartley  | 2,556.47              | 2,532.03              | 24.44  |
| Hever  | 638.60                | 618.74                | 19.86  |
| Hextable   | 1,693.66              | 1,677.33              | 16.33  |
| Horton Kirby & S Darenth   | 1,277.99              | 1,276.35              | 1.64   |
| Kemsing  | 1,854.08              | 1,825.81              | 28.27  |
| Knockholt  | 633.16                | 633.11                | 0.05   |
| Leigh  | 966.25                | 945.82                | 20.43  |
| Otford   | 1,721.95              | 1,723.77              | -1.82  |
| Penshurst  | 840.95                | 826.26                | 14.69  |
| Riverhead  | 1,258.50              | 1,246.83              | 11.67  |
| Seal   | 1,343.85              | 1,298.29              | 45.56  |
| Sevenoaks Town   | 9,766.28              | 9,648.91              | 117.37   |
| Sevenoaks Weald  | 626.83                | 611.46                | 15.37  |
| Shoreham   | 701.30                | 686.73                | 14.57  |
| <b>Sundridge</b>   | <b>941.03</b>         | <b>928.01</b>         | <b>13.02</b>   |
| Swanley  | 5,665.09              | 5,640.98              | 24.11  |
| Westerham  | 2,079.47              | 2,037.57              | 41.90  |
| West Kingsdown   | 2,375.68              | 2,321.26              | 54.42  |
|  |                       |                       |  |
| <b>Total in SDC District</b>   | <b>51,514.27</b>      | <b>50,876.85</b>      | <b>637.42</b>  |

## 11.7 Tax Bases and Parish Electorates -

### Sevenoaks District Council

| Analysis Parish Electorate Totals for December 2021 Register |  |              |
|--|--|--------------|
| Parish   | Polling District   | Electorate   |
| Parish of Ash-Cum-Ridley                                     | AA - Ash   | 324          |
|  | AB - Hodsoll Street & Ridley                             | 416          |
|  | AC - New Ash Green North West                            | 2,032        |
|  | AD - New Ash Green South East                            | 2,199        |
|  | <b>Total for Parish of Ash-Cum-Ridley</b>                | <b>4,971</b> |
| Parish of Badgers Mount                                      | AE - Badgers Mount                                       | 516          |
|  | <b>Total for Parish of Badgers Mount</b>                 | <b>516</b>   |
| Parish of Brasted  | AF - Brasted   | 766          |
|  | AG - Toys Hill   | 385          |
|  | <b>Total for Parish of Brasted</b>                       | <b>1,151</b> |
| Parish of Chevening  | AH - Chevening   | 2,275        |
|  | <b>Total for Parish of Chevening</b>                     | <b>2,275</b> |
| Parish of Chiddingstone                                      | AI - Bough Beech   | 253          |
|  | AJ - Chiddingstone Causeway                              | 320          |
|  | AK - Chiddingstone Hoath                                 | 187          |
|  | AL - Chiddingstone Village                               | 193          |
|  | <b>Total for Parish of Chiddingstone</b>                 | <b>953</b>   |
| Parish of Cowden   | AM - Cowden  | 683          |
|  | <b>Total for Parish of Cowden</b>                        | <b>683</b>   |
| Parish of Crockenhill  | AN - Crockenhill   | 1,323        |
|  | <b>Total for Parish of Crockenhill</b>                   | <b>1,323</b> |
| Parish of Dunton Green                                       | AO - Dunton Green  | 2,394        |
|  | <b>Total for Parish of Dunton Green</b>                  | <b>2,394</b> |
| Parish of Edenbridge   | AP - Marlpit Hill  | 1,525        |
|  | AQ - Marsh Green   | 353          |
|  | AR - Pound Green   | 1,053        |
|  | AS - Spitals Cross                                       | 1,657        |
|  | AT - Stangrove & South End                               | 1,775        |
|  | AU - Town  | 949          |
|  | <b>Total for Parish of Edenbridge</b>                    | <b>7,312</b> |
| Parish of Eynsford   | AV - Eynsford  | 1,476        |
|  | <b>Total for Parish of Eynsford</b>                      | <b>1,476</b> |
| Parish of Farningham   | AW - Farningham  | 1,158        |
|  | <b>Total for Parish of Farningham</b>                    | <b>1,158</b> |
| Parish of Fawkham  | AX - Fawkham   | 465          |
|  | <b>Total for Parish of Fawkham</b>                       | <b>465</b>   |
| Parish of Halstead   | AY - Halstead  | 1,287        |
|  | <b>Total for Parish of Halstead</b>                      | <b>1,287</b> |
| Parish of Hartley  | AZ - Hartley North                                       | 2,236        |
|  | BA - Hartley South                                       | 2,141        |
|  | <b>Total for Parish of Hartley</b>                       | <b>4,377</b> |
| Parish of Hever  | BB - Four Elms   | 477          |
|  | BC - Hever   | 520          |
|  | <b>Total for Parish of Hever</b>                         | <b>997</b>   |
| Parish of Hextable   | BD - Hextable  | 3,305        |
|  | <b>Total for Parish of Hextable</b>                      | <b>3,305</b> |
| Parish of Horton Kirby and South Darent                      | BE - Horton Kirby  | 907          |
|  | BF - South Darent  | 1,705        |
|  | <b>Total for Parish of Horton Kirby and South Darent</b> | <b>2,612</b> |
| Parish of Kemsing  | BG - Kemsing East  | 1,650        |
|  | BH - Kemsing West  | 1,614        |
|  | <b>Total for Parish of Kemsing</b>                       | <b>3,264</b> |
| Parish of Knockholt  | BI - Knockholt   | 974          |
|  | <b>Total for Parish of Knockholt</b>                     | <b>974</b>   |
| Parish of Leigh  | BJ - Leigh   | 1,544        |
|  | <b>Total for Parish of Leigh</b>                         | <b>1,544</b> |

|                                     |  |                      |
|-------------------------------------|--|----------------------|
| Parish of Otford                    | BK - Otford                                | 2,724                |
|                                     | <b>Total for Parish of Otford</b>          | <b><u>2,724</u></b>  |
| Parish of Penshurst                 | BL - Fordcombe                             | 551                  |
|                                     | BM - Penshurst                             | 749                  |
|                                     | <b>Total for Parish of Penshurst</b>       | <b><u>1,300</u></b>  |
| Parish of Riverhead                 | BN - Riverhead                             | 1,850                |
|                                     | <b>Total for Parish of Riverhead</b>       | <b><u>1,850</u></b>  |
| Parish of Seal                      | BO - Seal St. Lawrence                     | 342                  |
|                                     | BP - Seal                                  | 1,353                |
|                                     | BQ - Underriver                            | 273                  |
|                                     | <b>Total for Parish of Seal</b>            | <b><u>1,968</u></b>  |
| Parish of Sevenoaks                 | BR - Bat & Ball                            | 819                  |
|                                     | BS - Bradbourne                            | 1,255                |
|                                     | BT - Greatness                             | 1,192                |
|                                     | BU - High Street                           | 1,340                |
|                                     | BV - Hillingdon                            | 1,277                |
|                                     | BW - Holly Bush                            | 1,722                |
|                                     | BX - Kippington North                      | 1,160                |
|                                     | BY - Kippington South                      | 1,091                |
|                                     | BZ - Lower St. John`s                      | 899                  |
|                                     | CA - Sevenoaks Common                      | 1,450                |
|                                     | CB - Tubs Hill                             | 1,397                |
|                                     | CC - Upper St. John`s                      | 1,327                |
|                                     | CD - Wildernesse                           | 319                  |
|                                     | <b>Total for Parish of Sevenoaks</b>       | <b><u>15,248</u></b> |
| Parish of Sevenoaks Weald           | CE - Sevenoaks Weald                       | 927                  |
|                                     | <b>Total for Parish of Sevenoaks Weald</b> | <b><u>927</u></b>    |
| Parish of Shoreham                  | CF - Romney Street                         | 164                  |
|                                     | CG - Shoreham                              | 725                  |
|                                     | CH - Well Hill                             | 217                  |
|                                     | <b>Total for Parish of Shoreham</b>        | <b><u>1,106</u></b>  |
| <b>Parish of Sundridge with Ide</b> | <b>CI - Ide Hill</b>                       | <b>528</b>           |
|                                     | <b>CJ - Sundridge</b>                      | <b>1,009</b>         |
|                                     | <b>Total for Parish of Sundridge with</b>  | <b><u>1,537</u></b>  |
| Parish of Swanley                   | CK - Christ Church                         | 2,019                |
|                                     | CL - High Firs                             | 2,372                |
|                                     | CM - St. Mary`s                            | 3,310                |
|                                     | CN - Swanley Lane                          | 1,620                |
|                                     | CO - Swanley Village                       | 358                  |
|                                     | CP - White Oak                             | 3,197                |
|                                     | <b>Total for Parish of Swanley</b>         | <b><u>12,876</u></b> |
| Parish of West Kingsdown            | CS - East Hill                             | 265                  |
|                                     | CT - Knatts Valley                         | 221                  |
|                                     | CU - West Kingsdown East                   | 1,221                |
|                                     | CV - West Kingsdown-Hever                  | 2,700                |
|                                     | <b>Total for Parish of West Kingsdown</b>  | <b><u>4,407</u></b>  |
| Parish of Westerham                 | CQ - Crockham Hill                         | 587                  |
|                                     | CR - Westerham                             | 2,942                |
|                                     | <b>Total for Parish of Westerham</b>       | <b><u>3,529</u></b>  |
|                                     | <b>Report Total</b>                        | <b><u>49,509</u></b> |



## **KALC COMMUNITY AWARDS SCHEME 2022**

**Supported by the High Sheriff of Kent, Kent County Council and Medway Council**

### **OUTLINE**

Aim of the Scheme: To acknowledge and give recognition to those that have made a significant contribution to their local community.

Implementation: The 2022 Awards Scheme was launched on 17 November 2021, with a closing date for nominations of 14 February 2022 so that the presentation of the awards can take place at the 2022 Parish, Town and Community Council or Parish Meeting (Local Council) Annual Meetings, which take place between March and 1 June 2022. It is recognised that some Local Councils already have their own well-established Community Awards Schemes in place. Where that is the case the KALC Scheme could be presented as an additional award.

It is also recognised that some principal authorities have their own Awards Scheme for their area. The KALC Awards Scheme will operate on a more local level and should therefore avoid duplication or overlap with the principal authority.

#### Who can be nominated for an Award?

Anyone that the Local Council/public think merits an Award for having made a significant contribution to their local community. The person/group must live or work within the Local Council boundary. We are unable to accept nominations for campaign groups due to the importance of the High Sheriff of Kent, KCC Chairman and Mayor of Medway needing to remain impartial.

#### What is the nomination process?

The Local Council would make their own decision as to how they want to identify those that have made a significant contribution to the local community. For example, the Local Council might already know who that person might be or they might decide to formally invite nominations from their local community with the winner being the one with the most nominations.

#### What is the criteria for making an Award?

There will be no pre-determined criteria on what a "significant contribution to the local community" might be, although as above we are unable to accept nominations for campaign groups. These criteria would be determined by the Local Council taking into account what was important to them locally. However, some examples of criteria that Local Councils might want to consider are set out in Annex A.

What does the winner receive?

This will be a Certificate signed by the High Sheriff of Kent, the Chairman of Kent County Council/Mayor of Medway and the KALC Chairman. The Local Council will provide no more than 30 (thirty) words that they would like inserted on the Certificate to explain the reason for the Award. The Local Council can decide whether it wants to also present something to the winner or to all nominees.

Who presents the Award?

The Award should be presented by the Local Council Chairman/Mayor at their 2022 Annual Meeting. The High Sheriff of Kent, Chairman of Kent County Council/Mayor of Medway or the KALC Chairman could also participate in the presentation of the Awards if they are invited by the Local Council and are available. The Awards would provide an opportunity to promote the Local Council and the Award winner in the local media.

Is there any funding available to support the Award?

The Award Scheme has been designed to avoid creating undue time or financial burdens on the Local Council. The cost of the Certificates and frames will be met by Kent County Council.

**ANNEX A**

**Examples of possible criteria**

A significant contribution to the local community could be any or all of the following:

- a) Long and sustained service to the community or part of it;
- b) Achievements or actions of an inspiring nature to the local community;
- c) Such other activities which have reflected credit on or brought benefits to the village/town or its people;

In reaching its decision, the Council might want to take into account any or all of the following:

- The level of commitment shown;
- Any obstacles that had to be overcome;
- The amount of benefit derived by the community;
- The number of people benefited or affected;
- The length of service;
- Such other matters that in the opinion of the Council promote the purpose of the Award.

**Meetings for 2022**

|                         |                        |
|-------------------------|------------------------|
| 21 February at 7.30 pm  | Sundridge Village Hall |
| 21 March at 7.00 pm     | Ide Hill Village Hall  |
| 25 April at 7.30 pm     | Sundridge Village Hall |
| 16 May at 7.00 pm       | Ide Hill Village Hall  |
| 20 June at 7.30 pm      | Sundridge Village Hall |
| 18 July at 7.00 pm      | Ide Hill Village Hall  |
| 19 September at 7.00 pm | Sundridge Village Hall |
| 17 October at 7.30 pm   | Ide Hill Village Hall  |
| 21 November at 7.00 pm  | Sundridge Village Hall |
| 12 December at 7.30 pm  | Ide Hill Village Hal   |

**Annual Parish Meeting Monday 9 May 2022**

**7.30 pm – Sundridge Village Hall**

**Meetings for 2023**

|                        |                        |
|------------------------|------------------------|
| 23 January at 7.30 pm  | Sundridge Village Hall |
| 20 February at 7.00 pm | Ide Hill Village Hall  |
| 20 March at 7.30 pm    | Sundridge Village Hall |

**12. Date of next meetings**

**12.1 Full Council - Monday February 21 2022 at 7.30pm at Sundridge Village Hall**

**12.2 Amenities Committee – Monday January 31 2022 at 7.15pm at Sundridge Village Hall**