

Sundridge with Ide Hill Parish Council

Telephone: 07495 962372
email: clerk@sundridgewithidehill-pc.gov.uk

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 in the VILLAGE HALL, **SUNDRIDGE** commencing at **7.30.m. on Monday 23 May 2022** to transact the undermentioned business.

Ananda Barrow

Clerk 18 May 2022

AGENDA

1. Annual General Meeting –current position attached separately

- 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 the Areas of Responsibility:
- 1.6 Appointment of Representatives of the Parish Council on Outside Bodies

2. To receive apologies and reasons for absence – None received

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 – to follow

Sundridge with Ide Hill Parish Council

5. **Report from District Councillor**

Cllr Keith Bonin

Report to Sundridge with Ide Hill Parish Council

23 May 2022

Covers Farm Quarry:

The KCC Planning Committee meeting has been delayed again; the earliest possible date for the meeting is now 15th June, although it may be delayed further.

I have prepared a draft letter to go to the Planning Committee members from Nigel, James and I emphasising residents' concerns. This will be sent a few days before the meeting.

I will speak at the KCC meeting on behalf of Brasted & Sundridge residents and focus on the problems that the HGV movements will create for the residents and listed buildings along the A25 (loss of amenity, impact on road safety, air pollution, potential damage to listed buildings, etc.). Three other speakers will focus on other issues related to the proposed development, so that there is no overlap of opposition arguments.

Residents are encouraged to attend the meeting to show their opposition to the application.

Planning: Nothing to note.

Other: Rubbish collection on Jubilee long weekend:

Rubbish will be collected as per normal on Thursday 2nd and Friday 3rd June.

Parking charges consultation

Residents and businesses can have their say on proposed increases in parking charges due to be implemented from Monday 1 August 2022. The deadline to comment is 12 noon on Friday 10 June 2022.

The increase in charges are the first for many years and are designed to encourage less frequent but longer stays, which is better for the environment and air quality. For example for most of the Sevenoaks town centre car parks the price is increasing by only £1 for all times (from £1 to £2 for 1 hour and from £4 to £5 for 4 hours). While the price of an annual season ticket is rising by less than 5% from £859 to £900.

The price of a season ticket or paying for all day parking at Bradbourne Car Park near Sevenoaks Station is unchanged. In addition, to increase flexibility the option of a weekly and monthly ticket has been introduced.

Sevenoaks District Council has launched Kent's first 'Movement Strategy' as part of its Net Zero 2030 ambition for the District.

The strategy sets out the Council's intentions to encourage healthier, safer and more sustainable travel over the next five to ten years.

This includes promoting more active travel like walking and cycling, using public transport and reducing car usage. The Council will bid for funds and work closely with the local highways and transport authority, Kent County Council, to identify cycling and walking improvements at a local level.

As part of the Council's new Air Quality Action Plan, the Council will be working directly with schools to support walking and cycling initiatives and reduce the environmental impacts of the school run.

Across the District, the Council is carrying out an electric vehicle charging study to help identify where new electric charging points can and should be installed.

To find out more about the strategy visit www.sevenoaks.gov.uk/sustainabletravel

With kind regards,

Keith

Sundridge with Ide Hill Parish Council

7. To approve as a correct record the **Minutes** of the Parish Council meetings held on 25 April 2022 – attached

*Minutes of Full Council Meeting held on Monday 25 April 2022
at Ide Hill Village Hall at 7.00pm*

Present: Councillors Allgood Baker, Banbrook, De Bono, Evans (Chair), Jones, Maybury, and Powell
Attendance: Cllr Bonin (District Councillor) (in part), Amanda Barlow (Clerk) and 1 member of the public
Apologies: Cllr Fribbens
Absent: None.

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

Apologies were received and accepted from Cllr Fribbens

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**

Cllr Chard had previously sent a report and a copy is attached at Appendix A.

4. **Report from District Councillor**

Cllr Bonin had previously sent a report and a copy is attached at Appendix B.

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.

None.

6. To approve as a correct record the **Minutes** of the Parish Council meetings held on 21 March 2022

Members resolved to agree the minutes of 21 March 2022.

7. 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 deal with Agenda Items 9.3.1 in confidence.

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

- 8.1 **Items payable and paid**

Members noted the items paid and received at 31 March 2022 at Appendix C.

Members resolved to agree the items to be paid at Appendix D.

Members resolved to pay an amount of £1,000 to Castle Water for the Ide Hill Public Conveniences. Members agreed that Cllr Jones should draft a letter for the Clerk to send. (Action: Cllr Jones and Clerk).

- 8.2 **Grants**

Sundridge with Ide Hill Parish Council

8.2.1 Ide Hill Village Hall Management Trust

Members resolved to award a grant of £1,300 to the Ide Hill Village Hall Management Trust. (Action: Clerk)

8.2.2 Grass cutting – Parochial Church Council

Members resolved that the Clerk should speak to the PCC about taking over the grass cutting of the graveyards. (Action: Clerk)

8.3 Internet Bank Account

Noted.

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

9.1 Parish Assets

9.1.1 Stubbs Wood Working Party

Cllr Baker advised that the working party recently met.

- Miller Land Management has resigned.
- Management Plan needs updating
- Volunteers doing very well

Cllr Maybury advised that the insurance company will cover Paul Davies as a contractor. Cllr Baker advised that he felt that this was not acceptable. Members discussed the issue over being covered by the Parish Council's insurance company.

Cllr Baker asked the Clerk to confirm if the insurance company would agree to a tree survey once every three years instead of once a year,

9.1.2 Sundridge Recreation Ground

Members resolved to agree the Cllrs Evans and Jones and the Clerk should sign the lease between the Parish Council and Ide Hill Football Club.

9.1.3 Bowsers Meadow

Cllr Allgood advised that he had done a survey and Members agreed to carry out a further survey.

Members noted that SDC are providing new bins free of charge and the fencing around the playground has already been agreed.

9.1.4 Ide Hill Green

Members asked the Clerk to advise that the Ide Hill Green was not suitable for a yoga class but the Ide Hill Recreation Ground could be used.

Members noted the response from Mr & Mrs Paton and asked the Clerk to thank them for their kind invitation.

Sundridge with Ide Hill Parish Council

9.1.5 Parish Asset utilities

The Clerk advised that she is looking at options.

9.2 Communications/Events

9.2.1 Jubilee

Sundridge

Members resolved to increase the Jubilee budget to £1,500

Ide Hill

Members resolved to increase the Jubilee budget to £1,200.

Members agreed that there was some tolerance with the

9.2.2 Annual Parish Meeting

Members noted the meeting was on 9 May 2022 and asked the Clerk to organise the signage and invitations.

9.2.3 Website

Members asked the Clerk to update the website.

9.2.4 May Village News Update

Members agreed to include

- *Vacancy*
- *Annual Parish Meeting*
- *Jubilee*
- *Bowsers Meadow*
- *Covers Farm*

9.2.5 AGM on 16 May 2022

Members noted that the AGM is on 16 May 2022.

9.3 Highways

9.3.1 Highways issue raised by resident

Cllr Evans advised that he had responded to the resident advising that she should contact Sevenoaks District Council but it was unlikely that any action would be taken.

10. Correspondence

10.1 To note general correspondence

Sundridge with Ide Hill Parish Council

Noted at Appendix E.

10.2 Sevenoaks District Council – Bins

Noted.

10.3 Meeting Dates for 2022

Noted.

11. Date of next meeting Monday 16 May 2022 at Sundridge Village Hall

The meeting closed at 21.45.

Sundridge with Ide Hill Parish Council

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

8.2.1 The Clerk has paid the grant to Ide Hill Village Hall Trust

8.2.2 The Clerk has contacted the PCC regarding the grant.

8.3 Bank Account

The account is now fully operational.

The Clerk is the administrator and the only user who can upload payments or set up direct debits/standing orders etc

Cllrs Maybury, Evans, Banbrook and Allgood are authorised signatories and 2 out of the 4 of them must authorise every payment.

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.

Agenda Item 10.5 and 11.1.2.2

Sundridge with Ide Hill Parish Council

10. Finance & Personnel items for decision and noting

10.1 To agree the 2021-22 Final Budget – attached separately

10.2 To agree the list of direct debits, standing orders and contractual payments

Village Hall

- Gas
- Water
- Electricity
- BT for WiFi (already set up)

Sundridge Recreation Ground

- Calor Gas
- Electricity
- Water

Ide Hill Public Conveniences

- Electricity

General

- Photocopier (KCC)
- WiFi (Parish)
- Mobile (Parish)
- Zoom (Parish)

Standing Monthly Payments

15 of the month Clerk's salary and pension

20 of the month Cleaning contract (SVH and Ide Hill Public Conveniences)

Sundridge with Ide Hill Parish Council

10.3 Grant – Ide Hill Village Hall

From: paul beasley <**Sent:** 03 May 2022 18:04
To: Amanda Barlow <clerk@sundridgewithidehill-pc.gov.uk>
Cc: Don Baker <don.baker@sundridgewithidehill-pc.gov.uk>; Russell Maybury <russell.maybury@sundridgewithidehill-pc.gov.uk>; David Miller <david.miller@sundridgewithidehill-pc.gov.uk>; Martyn Fribbens <martyn.fribbens@sundridgewithidehill-pc.gov.uk>
Subject: Ide Hill Village Hall

Dear Amanda,

I understand the Parish Council is prepared to consider a grant towards the increase in the electricity costs payable by the Ide Hill village hall.

Our contract with EDF expired on 31st March. Under that contract the daytime charge per kilowatt hour was 16.6 pence per Kh plus vat. I am waiting for a final bill from EDF, but our total bill in previous years has averaged around £3,400pa, incl vat.

After taking advice from an electricity broker we have now taken out a 2 year contract with Octopus Energy, effective from 1st April. Under this contract the daytime charge has risen from 16.6p to 38.8p per Kh, plus vat. Our total bill is now estimated to rise to £7,400 pa incl vat. In addition Octopus required a refundable deposit of £608 repayable at the end of the contract.

In response to this huge increase we are doing what we can to reduce our electricity consumption by changing to LED lights, reducing thermostatic temperatures, reducing heating hours etc, but it remains to be seen how effective this will be.

We are also planning to increase the charges our hirers pay for heating, which they do by means of coin meters located outside the two halls. These are currently set at 18p per Kh incl vat. We may also have to raise the basic hourly charge rates for the hire of the halls, which were increased at the beginning of this year. However there is a risk here that it will all become too expensive, and some of our hirers will be unable to continue, which could reduce our income significantly.

Faced with an estimated increase in our electricity bill of £4,000pa, a grant of, say, £2,000 would go some way to alleviate the difficult situation we find ourselves in.

Please let me know if you require any further information.

Meanwhile could I please ask you to include this e mail on the agenda for the next PC meeting on 16th May.

Manny thanks

Paul Beasley
Treasurer,
Ide Hill VHT

Sundridge with Ide Hill Parish Council

From: Emily

Sent: 20 May 2022 12:52

To: clerk@sundridgewithidehill-pc.gov.uk

Subject: FW: Ide Hill Village Hall ; Heating Charge.

Dear Parish Council,

As you know electricity costs have risen substantially in recent months, and our village hall has not been exempted from these increases.

As from 1st April this year the unit price of our electricity has more than doubled. Consequently it has become necessary to increase the charge we make for heating the two halls, which is levied by means of the two coin meters in the corridor.

These meters are currently set at 18 pence per kilowatt hour. With effect from 1st September this will rise to 32 pence per kilowatt hour.

We appreciate this is a big increase, but it is the minimum we can pass on bearing in mind the size of the increase in our total electricity bill. It is also significantly less than the unit price we are paying.

Please be aware we are doing everything we can to reduce our overall electricity consumption, and will continue to keep the situation under review.

Paul Beasley
Treasurer

Sundridge with Ide Hill Parish Council

10.4 Items Paid and Payable

10.4.1 General Items – attached

Items Paid 1 April to 20 May 2022

23 May 2022 (2022-2023)

Sundridge with Ide Hill Parish Council PAYMENTS LIST

Voucher	Code	Date	Minute	Description	Supplier	VAT Type	Net	VAT	Total
19	Pension enrolment Pack	05/04/2022		Pension Administration	Tailored Wealth	S	11.00	2.20	13.20
18	WiFi	25/04/2022		WiFi	British Telecom	S	62.31	12.46	74.77
22	Conveniences water	26/04/2022		Water	Castle Water	Z	1,000.00		1,000.00
13	Subscriptions	26/04/2022		DRIPS 21-22 Subscriptio	Darent River Preservatio	X	20.00		20.00
17	Travel Expenses	26/04/2022		Mileage	Mrs A C Barlow	X	48.60		48.60
20	Supplies for meetings	26/04/2022		Coffee and Biscuits	Mrs A C Barlow	X	12.15		12.15
21	Postage	26/04/2022		Postage	Mrs A C Barlow	X	11.40		11.40
1	Cleaning	26/04/2022		Cleaning	Val & Sander Reytenbact	X	180.00		180.00
2	Conveniences cleaning	26/04/2022		Cleaning	Val & Sander Reytenbact	X	500.00		500.00
4	Parish WiFi (Clerk)	26/04/2022		WiFi	Mrs A C Barlow	X	10.00		10.00
5	Parish mobile telephone	26/04/2022		Mobile	Mrs A C Barlow	X	19.00		19.00
12	Energy Costs	26/04/2022		Bulk Propane	Calor Gas	L	1,589.94	79.50	1,669.44
15	Conveniences energy co:	26/04/2022		Electricity	EDF Energy	L	84.40	4.22	88.62
3	Parish Zoom account	26/04/2022		Zoom	Mrs A C Barlow	S	11.99	2.40	14.39
7	ROSPA Inspection (Play)	26/04/2022		Playground Inspection 2:	The Playground Inspecti	S	225.00	45.00	270.00
8	Maintenance	26/04/2022		Lock repair	Hales Locks Ltd	S	75.00	15.00	90.00
9	Ground maintenance	26/04/2022		Flagpole	Flagpole Express	S	156.90	31.38	188.28
10	Maintenance	26/04/2022		Fencing	Woodland Plus Ltd	S	525.00	105.00	630.00
11	Photocopier and photocr	26/04/2022		Photocopier rental	KCC	S	58.10	11.62	69.72
14	Energy Costs	26/04/2022		Electricity Jan-Mar 22	NPower	S	1,457.53	291.51	1,749.04
16	KCC Professional Service	26/04/2022		Legal Services 21-22	KCC	S	163.62	32.72	196.34
30	Pension enrolment Pack	05/05/2022		Pension Administration	Tailored Wealth	S	11.00	2.20	13.20
23	Annual Parish Meeting	06/05/2022		Printing	Mrs A C Barlow	S	106.67	21.33	128.00
28	Queen's Jubilee celebrat	12/05/2022		Street Party Sundridge	Party Packs Ltd	S	338.89	67.78	406.67
29	Queen's Jubilee celebrat	12/05/2022		Street Party Ide Hill	Party Packs Ltd	S	420.44	84.09	504.53
25	Cleaning	20/05/2022		Cleaning	Val & Sander Reytenbact	X	210.00		210.00
26	Conveniences cleaning	20/05/2022		Cleaning	Val & Sander Reytenbact	X	500.00		500.00

Sundridge with Ide Hill Parish Council

Items Received 1 April to 20 May 2022

23 May 2022 (2022-2023)

Sundridge with Ide Hill Parish Council

RECEIPTS LIST

Voucher	Code	Date	Description	Supplier	VAT Type	Net	VAT	Total
1	Income Wood	08/04/2022	Dance hall hire	Mr & Mrs Wood	X	24.00		24.00
4	Income Casual	13/04/2022	Village Hall Hire	P Ellis	X	60.00		60.00
5	Income Dance School	13/04/2022	Dance hall hire	Judith Essex School of D	X	1,255.63		1,255.63
2	Income Wood	19/04/2022	Dance hall hire	Mr & Mrs Wood	X	24.00		24.00
3	Income Wood	29/04/2022	Dance hall hire	Mr & Mrs Wood	X	24.00		24.00
10	Precept	29/04/2022	Precept	Sevenoaks District Counc	X	32,955.00		32,955.00
6	Income Wood	06/05/2022	Dance hall hire	Mr & Mrs Wood	X	24.00		24.00
8	Income Wood	13/05/2022	Dance hall hire	Mr & Mrs Wood	X	24.00		24.00
7	Income Wood	20/05/2022	Dance hall hire	Mr & Mrs Wood	X	24.00		24.00
9	Income Casual	23/05/2022	Village Hall Hire	Teak	X	90.00		90.00
Total						34,504.63		34,504.63

Sundridge with Ide Hill Parish Council
Items to be Paid as @ 23 May 2022

23 May 2022 (2022-2023)

Sundridge with Ide Hill Parish Council
PAYMENTS LIST

Voucher	Code	Date	Description	Supplier	VAT Type	Net	VAT	Total
33	Electricity and Gas	25/05/2022	Electricity	EDF Energy	L	425.72	21.29	447.01
34	Conveniences energy co:	25/05/2022	Electricity	EDF Energy	L	122.64	6.13	128.77
35	Energy Costs	25/05/2022	Gas	Calor Gas	L	11.98	0.60	12.58
47	Electricity and Gas	25/05/2022	Gas	NPower	L	416.43	20.82	437.25
37	Photocopier and photoc	25/05/2022	Photocopier rental	KCC	S	58.10	11.62	69.72
38	Software	25/05/2022	Accounting Software Licc	Scribe	S	468.00	93.60	561.60
39	Running Costs	25/05/2022	Supplies	Dominic Rossi	S	26.65	5.33	31.98
40	Parish Zoom account	25/05/2022	Zoom	Mrs A C Barlow	S	11.99	2.40	14.39
46	Stationery	25/05/2022	Stationery	Mrs A C Barlow	S	14.96	2.99	17.95
41	Parish WiFi (Clerk)	25/05/2022	WiFi	Mrs A C Barlow	X	10.00		10.00
42	Parish mobile telephone	25/05/2022	Mobile	Mrs A C Barlow	X	19.00		19.00
43	Travel Expenses	25/05/2022	Mileage	Mrs A C Barlow	X	70.92		70.92
44	Supplies for meetings	25/05/2022	Coffee and Biscuits	Mrs A C Barlow	X	36.25		36.25
45	Miscellaneous Contingen	25/05/2022	Retirement gift S Goache	Mrs A C Barlow	X	25.00		25.00
Total						1,717.64	164.78	1,882.42

Sundridge with Ide Hill Parish Council

10.4.2 Castle Water - £1,000 paid and agree email sent to Castle Water

10.4.3 Ide Hill Football Club

INVOICE

Ide Hill Football Club
5 Camberwell Lane
Ide Hill
Sevenoaks
TN14 4JL

Invoice Number: 038
Invoice Date: 21/01/2022

Sundridge with Ide Hill Parish Council

C/O Clerk Amanda Barlow

11 Clover Way

Paddock Wood

TN12 6BQ

Quantity	Description	Amount
1	Maintenance at sundridge HMS1021-0003 £106.34 (no labour charged) Invoice for mole removal INV-0005 £480 Maintenance and fix burst sprinkler pipe HMS1021-0012 £178.58 Geers ltd re gas supply and boiler Invoice 29029 £209.04	£973.96
1	Pitch marking at Sundridge Thursday 2nd September/ Friday 3rd September 2021 start of season re mark all pitches from scratch 1 x adult pitch 2x U9'S/U10"S pitches 2x U7'S/U8'S pitches 1x U11'S/U12'S pitches Total £600 Over mark all 6 pitches in end of Sept both White &. Blue @ Sundridge Total £248 Over mark all 6 pitches in October at £100 per week = Total £400 (extra £300 on the invoice to move pitches paid for by ide hill)	£1748.00

Sundridge with Ide Hill Parish Council

	Over mark all 6 pitches in November at £100 per week = Total £400	
	Over mark all 6 pitches one week in December marking £100. (December invoice says November in error)	

Net Amount:£2,721.96

VAT Amount: £0.00

Gross Amount: £2,721.96

Bank Details

Account Name: Ide Hill Football Club

Account Number: 00968692

Sort Code: 20-76-55

Sundridge with Ide Hill Parish Council

Grass Pitch Maintenance Fund – Landlord and Tenant Form

Grass Pitch Maintenance Fund - Landlord and Tenant Form Template

(To be used when the security of tenure is less than ten years and/or has a break clause in favour of the Landlord)

INTRODUCTION

To be eligible for the Football Foundation Grass Pitch Maintenance Fund (GPMF), clubs and leagues need security of tenure (SoT) on the pitch(es) they are applying for funding for. They need to either own the freehold or have a lease or license with a minimum of 12 months left to run and permission from the Landlord.

The purpose of this template is to:

- 1.Enable a club or league with less than ten years SoT and/or a break clause,in favour of the Landlord, apply for GPMF to improve the grass pitch(es).
- 2.Provide comfort to the club/league and Football Foundation that theLandlord knows of no current reason why the current SoT would not beextended beyond its current term and no current reason or intention toactivate a break clause.

This template is not an extension of a lease or licence; it simply sets out the agreement for the named Football Club/League, with the Landlord, to carry out additional maintenance procedures, as recommended in their PitchPower Assessment Report, to improve grass pitches.

Sundridge with Ide Hill Parish Council

Grass Pitch Maintenance Fund – Landlord and Tenant Form

THIS TEMPLATE is dated **BETWEEN:**

1. Landlord (enter name and address) –2. Football Club/League (enter name and address) –

KEY CONTACTS

(Enter key contact name and contact details)1.Key Contact for Landlord –2.Key Contact for Football Club/League –

KEY INFORMATION

1.The site (enter site name and address)2.(enter name of landlord) knows of no current reason why the current SoT with (enter name of club/league) would not be extended beyond its current term and no current reason or intention to activate a break clause for the above site.3.(enter name of club/league) , should they be awarded GPMF funding, will be signing up to Football Foundation terms and conditions for a period of ten years.4.If the SoT is not extended or a break clause is activated the GPMF funding would stop.

Signed by Landlord: Name: Date: Signed by Football Club/League: Name: Date:

Sundridge with Ide Hill Parish Council

.5 Personnel Committee – Confidential update – to be circulated by Cllr Maybury

10.6 Finance & Personnel Committee Minutes 16 May 2022

Minutes of the Finance Committee Meeting held at Ide Hill Village Hall on 16 May 2022, 7.30pm

Present: Councillors Allgood (Chair), Baker, Banbrook, Evans, Maybury (Chair), and Powell
Apologies: Cllr Miller
In attendance: Amanda Barlow – Clerk and 0 members of the public

1. To receive apologies and reasons for absence.

Apologies were received and accepted from Cllr Miller.

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 item 8 should be discussed in confidence.

4. To approve as a correct record the **Minutes** (enclosed) of the Finance Committee meeting held on 17 January 2022.

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

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.

Full Council agreed, Clerk informed SDC and precept payment was made 30.04.22

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.

Clerk has advised hirers.

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.

Full Council agreed to increase the payscale of the Council.

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.

DM Payroll took over the payroll and pension administration from 1 April 2022.

Sundridge with Ide Hill Parish Council

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 Agree final 2021/22 budget

Members agreed to recommend the 2021/22 Budget to the Full Council

7.2 Bank Account

7.2.1 Confirm the 4 accounts

Members agreed to name the accounts as follows:

1. Working capital account
2. Reserve account
3. Reserve Earmarked Account
4. Stubbs Wood Ring Fenced account

7.2.2 Agree Direct Debits/Standing Orders

Members agreed to recommend the list of direct debits, standing orders and contractual payments to the Full Council.

7.2.3 Village Hall Bank account

Members resolved to agree that the NatWest Village Hall bank account should be closed and transferred to Unity Trust Bank.

7.2.4 Procedure for authorising payments

Members noted the procedure for authorising payments on the internet banking system.

7.3 Review 2022/23 Budget

Members noted the 2022/23 Budget.

7.4 Reserves

Members agreed that Cllrs Allgood, Maybury and the Clerk should look at the amounts for the reserves prior to the next Finance & Personnel Committee.

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

8.1 Cllr Maybury will provide a confidential paper to inform the Full Council of the discussion and proposal.

8.2 Noted.

Members looked at the idea and agreed to discuss it further.

9. Date of next meeting Monday 11 July 2022 at 7.30pm

Sundridge with Ide Hill Parish Council

11. Items for discussion, decision and allocation of resources if necessary

11.1 Parish Assets

11.1.1 Stubbs Wood Working Party – update at meeting

11.1.2 Sundridge Recreation Ground - attached

11.1.2.1 Request from Sundridge & Brasted Primary School

From: 8863043 Office <Office@sundridge.kent.sch.uk>

Sent: 10 May 2022 10:00

To: Sundridge with Ide Hill Parish Council <clerk@sundridgewithidehill-pc.gov.uk>

Subject: Sundridge & Brasted Primary School request to use Sundridge Recreation Ground

Hi Amanda,

I hope you are well.

It's that time of the year again!

We would like to ask the Parish Council for their kind permission to use Sundridge Recreation Ground for our annual sports event on Friday 8th July. We would like to start taking equipment down from 8.30am, have the children arrive there at 9.30am and leave at around 11.30am. 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 as usual for this annual event.

We would also like to provisionally book the following Friday 15th July as our reserve sports morning for if the weather is too bad the event to go ahead on the 8th.

We do hope that this would be acceptable and look forward to hearing from you.

Kind regards,

Helen Prestage

Secretary

Sundridge & Brasted CE Primary School

Church Road

Sundridge

Kent

TN14 6EA

Sundridge with Ide Hill Parish Council

11.1.2.2 Sundridge Allstars – confidential – attached separately

11.1.3 Ide Hill Recreation Ground – Ide Hill Fair

The Ide Hill Fair will take place on the recreation ground on Monday 29 August 2022.

11.1.4 Sundridge Village Hall

1. Agree that the clerk sets up a separate email address for the village hall bookings. Cost £
2. Members must decide on a storage facility – it is impossible to move in the kitchen area.
3. New tables and chairs - the old chairs are not suitable and there are not enough tables.

Rye Stacking Chair With Black Frame



As low as: £35.61 Excl. VAT

Fabric Colour

- Buy 10 to 29 items and save 2.5%
- Buy 30 to 99 items and save 5%
- Buy 100+ items and save 7.5%

Economy Folding Tables



£89.99 Inc. VAT Unit price **£74.99 Excl. VAT**

- Buy 5 to 9 items and save 5%
- Buy 10 to 19 items and save 10%
- Buy 20+ items and save 15%

Sundridge with Ide Hill Parish Council

11.2 Communications/Events

11.2.1 Jubilee

Ide Hill

All Ide Hill residents are welcome to join in the celebration of the Queen's Jubilee at a traditional street party to be held on Ide Hill Green on Friday 3rd June 2022, 3pm. The Parish Council is organising this event and will arrange for refreshments, music, tables, chairs, bunting and entertainment for adults and children.

There will be the New Orleans Echoes Jazz Band, Bouncy Castle. Candyfloss, Ice cream etc. kindly provided by the generosity of Ide Hill Community Shop.

Entry is free to residents only, but please bring your own family picnic, although free cakes, hot drinks and children's drinks will be supplied by the Parish Council.

It would be preferable if families left their dogs at home on this occasion.

QUEENS JUBILEE CELEBRATIONS FOR IDE HILL				
Product	Quantity	Cost	Total	SubTotal
Assumptions :	140 Adults			
	60 Children			
Cup Cakes (Kids)	60	£3.50	£210.00	
Cakes	15	£14.00	£210.00	£420.00
Tea	1000bags	£15.00	£15.00	
Coffee	750g	£20.00	£20.00	
Milk 2pts	15	£2.00	£30.00	
Child PIPs (24)	5	£18.00	£90.00	
Water (500cc)	20	£1.00	£20.00	£175.00
Bunting	400m			
Paper Cups	600			
Paper Plates	200			
Napkins	400			
Table Cloths	40		£177.00	£177.00
Balloons	60		£233.00	£233.00
Hand Held Flags	60		£195.00	£195.00

Sundridge with Ide Hill Parish Council

Sundridge

- Date: 3rd June 2022
- Time: 14:00h -18:00h
- Where: Church Road (what is the status of the application? Has the insurance been confirmed?)
- Catering for: 350 residents (based on previous event numbers)
- Cost for parish council: £1,297.50 (subject to change – for details see below)
- Food provided:
 - Sandwiches: Coronation Chicken, Tuna Mayo, Egg Mayo, Ham, Cucumber, and Cheese and Pickle. 400 Sandwiches being made by group of volunteers at the social club. Ingredients paid for by council.
 - BBQ: Burgers and Sausages (meat and veggie), cooked by local volunteers. Ingredients paid for by council.
 - Lollies: Various lollies. Paid for by council.
 - Cakes: Donated by village volunteers
 - Sharing table: Donated by village volunteers
 - Social club cook overseeing all food activities.
- Drinks provided: Tea, coffee, squash, and water
- Entertainment:
 - Music: Jubilee playlist from Spotify. Do we need a TEN or music license? Does our existing music licence cover us?
 - Live band: Awaiting confirmation from local band. They offered to play for free for Fundridge so hoping no charge however may need to come back for another approx. £150 if they do wish to charge.
 - Children’s games: Giant games loaned by Fundridge, Books for story reading loaned by School, Chalk for drawing donated by local resident, raffle prizes donated by village volunteers.

High level breakdown of costs

Item	Cost
Jubilee Decorations	£416.04
Kids prizes and sweets	£17.14
Kids Games	£4.99
BBQ	£359.62
Sandwiches	£195.78
Lollies	£47.25
Entertainment	£200.00
Drinks	£14.75
Advertising and Raffle	£52.09
Overall Total	£1,307.66

Sundridge with Ide Hill Parish Council

11.2.2 Annual Parish Meeting

Thank you to Cllr Powell for her organising of refreshments. Meeting went well however most issues raised were not Parish Council items.

11.2.3 Website - Clerk attended training on 19 May – excellent content and presentation will be shared with Cllrs Allgood and Fribbens to agree next steps to improve website.

11.2.4 June Village News Update – to agree items at meeting

11.3 Highways

11.3.1 Highways Meeting – to follow

11.3.2 A25 Speed Cameras –



The official figures from March 22 to April 27 are as follows

Prosecutions 1087 including 42 for using a mobile whilst driving . Almost evenly split east to west and west to east .

12. Correspondence

12.1 To note general correspondence

Correspondence 23 04 21 to 23 05 21

1. NALC CHIEF EXECUTIVE'S BULLETIN
2. NATIONAL CSSC Green Message - NaCTSO Bulletin - 11 Apr 2022
3. SDC - Summer Family Fun Days
4.  NALC EVENTS
5. SDC - Sevenoaks District Council: The race is on!
6. KALC - Men's Sheds Kent
7. KALC - Trauma Teddy Bears
8. SDC - Sevenoaks District Community Safety Partnership Newsletter - April 2022
9. CAGNE Gatwick - May Bulletin
10.  NALC NEWSLETTER
11. NALC CHIEF EXECUTIVE'S BULLETIN
12. SDC - Young Person Mentoring Project
13. KALC - KCC social media for Mental Health Awareness Week
14. KALC NEWS APRIL 2022
15. GACC 2022 AGM
16. KALC - Sector Finance Survey 2022 – Updated
17. Sevenoaks District Council: New Chairman champions the environment
18. Sevenoaks District Council: Strike a chord!
19. SDC - FW: West Kent Mind - Free mental health awareness workshops for anyone supporting refugees from the war
20. SDC - Big Community Sing - Celebrating the Queens Platinum Jubilee
21. Sevenoaks District Council: Swanley man snared for fly tipping offences
22. SDC - KCC Community Warden recruitment
23. KALC - Kent Homeless Connect – Public Consultation Invitation
24. KALC - Kent Connect to Support - supporting people to live well in Kent
25. Sevenoaks District Council: Hundreds raise cash for local dementia services
26. KALC - Private Members' Ballot - Local Electricity Bill.

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

April 2022

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

Dear All.

Welcome to this month's newsletter.

Dunton Green & Riverhead

Well, I think it's safe to say Dunton Green has kept me fairly busy this month. There has been reports of criminal damage in the recreation ground, where a catapult has been used to damage signs and notice boards, images for the offenders have been sent to the police and we will be doing every thing we can to get them identified and dealt with accordingly. Anyone who may have information about these incidents should call 101 and ask to speak to your local officer, or you can email direct 56355@kent.police.uk

There is also a lot of working going after we have had reports of drug dealing in both Dunton Green and Riverhead. All patrols have been updated with registration numbers of vehicles involved and descriptions of the suspects and will be paying passing attention to the area. I will up-date you with any results.

Halstead, Knockholt & Badgers Mount

There has been a report of a distraction burglary in the area. This is where someone gains access to a property under false pretences, with the intent to commit a crime. For example, posing as a gas engineer to gain access and then going on to steal. Please be extra careful about who you let in your home, if you feel it is suspicious, then ask them to wait outside while you check with their company.

We are still getting reports of speeding through the villages, so speed checks are on my list, in the meantime, if any residents would be interested in Community Speed Watch (CSW) there are some details below, and further details can be found on the Kent Police Website

Sundridge with Ide Hill Parish Council

“Join Community Speedwatch

To become part of CSW, please go to [CSW Online](#) to register and for more information. CSW Online works on behalf of the police and communities to organise and coordinate CSW activity.

Volunteers receive training, and neighbourhood policing team staff will support them.”

Brasted, Chevening and Sundridge & Ide Hill

We have had a couple of reports for burglaries in the more rural part of this area. As this area has a very low crime rate, it is easy for us to get blasé about our security, it is very important that we check and use any security systems we have on our properties. This can include things from checking that alarms are in good working order to setting up a WhatsApp group with neighbouring properties and reporting any suspicious activity. Further crime prevention can be found on the Kent police website.

Westerham & Crockham Hill

There seems to another small group of youths being a nuisance in the town. I already have images of the youths and work is ongoing to get them identify. Once this has been successful the youths will be dealt with accordingly. I work very closely with Sevenoaks district council CCTV office, and between us we will be keeping a strong eye on any issues raised.

A young male has been reported riding around on a quad bike, I have managed to find enough evidence to issue the male with a Sec 59, this means if I see him again, I will be able to seize his vehicle.

To finish with I would just like to give you a little reminder about “My Community Voice”. We are really getting some good numbers now, but we can always do with a few more.



The poster features the Kent Police logo and the text 'My Community Voice' with a tagline 'Producing the neighbourhoods of Kent and Maidstone'. Below this, it says 'Be the first to find out what's happening in your area'. The text describes the service as a two-way engagement tool that provides real-time messages from police officers, staff, and volunteers about matters that may affect the community. It highlights that users can report concerns or view messages from their area, and that their voice is important. A QR code is provided for sign-up. At the bottom, there is a section for reporting a crime, including a website link and contact information for non-emergencies and emergencies.

And finally, if anyone would like to arrange a crime prevention event / evening then please get in touch with me

56355@kent.police.uk

PCSO Sue

Sundridge with Ide Hill Parish Council

12.2 Sevenoaks District Council – Bins –

SWIH applied for 5 free bins and were allocated 4.

To agree the placement of the four bins. These can replace dog bins with the aim to remove all the dog bins with a saving of @ £1,700 per year.

From: Dawn Blee <Dawn.Blee@sevenoaks.gov.uk>

Sent: 19 May 2022 10:24

To: Angela Howells <ahowells@westerhamtowncouncil.gov.uk>; Town.Council, Edenbridge, Clerk <townclerk@edenbridgetowncouncil.gov.uk>; Parish.Council, Sundridge <clerk@sundridgewithidehill-pc.gov.uk>; Parish.Council, Shoreham <clerk2012@shorehamparishcouncil.gov.uk>

Subject: WBF funded bins

Good morning Angela, Caroline and Amanda

Good news that you have all been allocated bins from the WBF funding, the bad news is you didn't get quite as many as you would have liked.

Bins quantity allocated	Town/Parish Council Destination
4	Sundridge
2	Shoreham
3	Westerham
3	Edenbridge



12.3 Meeting Dates for 2022 –

Meetings for 2022

21 February at 7.30 pm	Ide Hill Village Hall
21 March at 7.30 pm	Sundridge Village Hall
25 April at 7.30 pm (18 April is a public holiday)	Sundridge Village Hall
23 May at 7.30 pm	Sundridge Village Hall
20 June at 7.30 pm	Sundridge Village Hall
18 July at 7.30 pm	Sundridge Village Hall
19 September at 7.30 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	Sundridge Village Hal

13. Date of next meeting Monday 20 June 2022 at Sundridge Village Hall