

AMANDA BARLOW
Clerk to the Council

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To: The Members of the Ide Hill Amenities Committee of Sundridge with Ide Hill Parish Council

Cllrs Evans, Fribbens (Chair), Maybury and Miller

I hereby invite you to attend a Meeting of the Parish Council to be held in the hall at **Ide Hill Village Hall at 5.00 p.m. on Monday 15 January 2024** to transact the undermentioned business.

Amanda Barlow

Clerk 10 January 2024

AGENDA

1. To receive apologies and reasons for absence.
2. To receive declarations of personal, prejudicial and disclosable pecuniary interests on items on the agenda and updates to members' register of interests.
3. **A Public Open Session.** Members of the public will be welcome to address the Parish Council with any local concerns they have related to Ide Hill amenities. Please note this item will be limited in time at the discretion of the Chairman. The Chairman will advise on public participation at meetings as prescribed in the Standing Orders.
4. 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
5. To agree the minutes of the meeting held on 11 October 2023 and matters arising not covered under Agenda Items.
6. Stubbs Wood
 - 6.1 Aztech Contract
 - 6.1.1 To confirm next steps with regard to the additional work to be undertaken
 - 6.2 Application for a new CSA from 2025
 - 6.2.1 To agree to appoint Silva Woodland Management to quote for the work
 - 6.2.2 To appoint a working group to prepare a simplification revision to the Management Plan
 - 6.3 Tree Survey
 - 6.3.1 To note the tree survey and agree next actions
 - 6.4 Volunteers
 - 6.4.1 To confirm that the Clerk and a Member will sign the Volunteers forms.
 - 6.4.2 Expenses Policy for Volunteers
 - 6.5 Signage
 - 6.6 Stubbs Wood Account
 - 6.7 Stubbs Wood Update (for information only)
7. Ide Hill Public Conveniences
 - 7.1 To discuss the vandalism and agree next steps
 - 7.2 To confirm the increase for usage from 60p to £1.00 from 1 April 2024
8. Clarke Telecom
 - 8.1 To receive an update

PARISH COUNCIL OF SUNDRIDGE WITH IDE HILL

9.1 Ide Hill Green

9.1 To discuss the kerbing around the Green

9.2 Telephone Kiosk

10. Playgrounds

10.1 To receive the playground inspection reports for Goathurst Common and Ide Hill recreation ground and agree next actions, if appropriate.

10.2 Goathurst Common Playground Project

11. Highways

11.1 To agree, if appropriate, to purchase an additional grit bin for Ide Hill

12. Budget for 2024-25

11.1 To agree the proposed budget for Stubbs Wood, Ide Hill Public Conveniences, Ide Hill Green and Ide Hill Recreation Ground.

13. Date of next meeting

AGENDA PAPERS

1. To receive apologies and reasons for absence.

Apologies received from Cllr Miller.

5. To agree the minutes of the meeting held on 11 October 2023 and matters arising not covered under Agenda Items.

**Ide Hill Amenities Committee
Minutes of a meeting held at Sundridge Village Hall
on Thursday 11 October 2023 at 1.00 pm**

Present: Cllrs Evans, Fribbens (Chair) and Maybury
In attendance: 5 members of the public, Mrs A Barlow (Clerk)
Apologies: Cllr Miller

1. To receive apologies and reasons for absence.

Cllr Miller is currently on 6 months leave.

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. **A Public Open Session.** Members of the public will be welcome to address the Parish Council with any local concerns they have related to Ide Hill amenities. Please note this item will be limited in time at the discretion of the Chairman.

Jane Rossi, St Mary's Church of Ide Hill –

- Cllr Fribbens advised he will be representing the Parish Council at the Remembrance service.
- Will the Council be doing the Christmas Carols on the Green before the 8 December 2023 which is the Christmas tree festival at the Church.
- Could the Clerk please arrange the Christmas Tree by 30 November 2023

Richard Don, Stubbs Wood Advisory Group

- Tree survey – How often do the Parish Council think the tree survey should be carried out.
- Management Plan – Clerk has asked for extension.
- Aztech Contract – Members do not know what the cutting schedule and explained that it will be done when the contract is signed. Richard Don asked if the vistas can be done at the same time.
- Herbicide Treatment – when it is going to be done? Cllr Fribbens advised that it has been deferred until Spring time due to finances and it is better to have it done in the Spring.
- Widen rides- Volunteers have offered to do it but Cllr Fribbens advised that this is included in the contract.
- Suggestion that the 2 large Sweet Chestnuts should be removed for the views and asked if the Parish Council knew if it is lawful to be removed.
- Could the Clerk please contact KCC Footpaths – Nicky Biddle regarding the signage.

Peter Wade

- Ide Hill Green and Highways – The Clerk confirmed that the meeting with Highways had been moved by to the end of October.
- Idlers Hut – there are rats under the hut and he asked if the Parish Council could sort the problem.
- Telephone Box – could it be repainted and could the Parish Council pay for the paint.

4. To consider, and approve if appropriate, which agenda items are sufficiently confidential as to warrant exclusion of members of the press and public under the provisions of The Public Bodies (Admission to Meetings) Act 1960

None.

5. To agree the minutes of the meeting held on 13 July 2023 and matters arising not covered under Agenda Items.

Members resolved to agree the minutes of 13 July 2023.

Matters arising from 13 July 2023:

3. - No further update from Clarke Telecom
- Royston Edward will repair the plaques after Remembrance Sunday
8. Ide Hill Green – Kerbing. The meeting with Highways was postponed (by Highways to later In October)
11. Highways Improvement Plan was agreed by Full Council and sent to Highways. A copy was included in the papers for this meeting.
6. Stubbs Wood

6.1 Tree Survey

Members resolved that Cllrs Fribbens and Maybury would agree on the contractor for the tree survey via email as it was a health & safety matter.

6.2 Management Plan

The Clerk confirmed that she had asked the Rural Payments Agency (RPA) if they would extend the management plan for a year.

6.3 Aztech Contract

Members confirmed that the Clerk would sign the contract.

6.4 Insurance

The Clerk advised that the insurance policy had been amended to show the Allen Scythe was stored in Richard Don's garage. **It was agreed to add the items used at Stubbs Wood owned by the Parish Council to the Asset Register.**

6.5 Stubbs Wood Annex to the Volunteering Policy

It was agreed that the Clerk should send a copy of the Volunteering Policy to the Stubbs Wood Advisory Group and it was agreed that the insurance requirements are added to the Stubbs Wood Annex.

7. Goathurst Common Recreation Ground

Cllr Fribbens reported that the fund raising team has raised £3,000. **The team is now seeking grants and it was agreed that the Ide Hill Amenities Committee would submit any grant and that the monies should be paid into the Parish Council's bank account and be ring fenced.**

There are some repairs to be done to posts and John Evans agreed to carry out the work free of charge.

8. *Ide Hill Public Conveniences*

Members advised that the charge to enter the toilets has gone from 40p to 60p.

***Members resolved that the charge of 60p should remain for the remainder of this financial year.
Members resolved that the charge should be raised to £1.00 from 1 April 2024.***

9. *Christmas Arrangements for Ide Hill*

Members asked the Clerk to arrange for the tree to be delivered by 30 November 2023.

Cllr Fribbens has arranged for the purchase of new lights that use the main power.

Carols on the Green is planned for 8 December 2023.

The Clerk advised that there may need to be an uplift in the Events budget to cover the cost of the new lights and carols on the Green.

10. *Date of next meeting*

To be agreed.

The meeting closed at 14.32.

6. Stubbs Wood

6.1 Aztech Contract

6.1.1 To confirm next steps with regard to the additional work to be undertaken

An extension to the coppicing work is proposed at the Western end of the wood to link the current coppicing to that (incorrectly) done by Japa previously thus opening up a viewpoint to Bough Beech reservoir. Work will be free of charge (Aztech will take the wood in payment) and the Parish Council will ensure this complies with woodland legislation before commencing. Members are requested to approve this work.

Aztech will continue to coppice and thin in the eastern section of the woods. If this cannot be completed by 29th February, Members are asked to approve the work be undertaken in September/October 2024.

6.2, Application for a new CSA from 2025

6.2.1 To agree to appoint Silva Woodland Management to quote for the work

The current RPA grant cycle ends on 31st December 2024. Applications for a new grant are required in February 2024. Members are asked to approve:

- a) a new CSA be applied for to ensure grants continue
- b) Silva Woodland Management (Tim Saunders) be asked to quote for his time to prepare the CSA
- c) Silva Woodland Management (Tim Saunders) be asked to quote for his time to look at additional grants that we may apply for

6.2.2 To appoint a working group to prepare a simplification revision to the Management Plan

The current Stubbs Wood Management Plan is too burdensome for the PC to maintain. The Stubbs Wood Advisory Group has suggested that a simplification is considered possible making future woodland management tasks simpler, clearer and less costly. Members are asked to approve the setting up of a Working Party, including members and advisors from SWAG and Silva Woodland Management, to prepare a revision of the Stubbs Wood Management Plan

6.3 Tree Survey

6.3.1

The tree survey was completed by Jim Quaife of Quaife Woodlands. This survey has been conducted on an Action only basis covering within the described range of influence of wherever there is defined access including non-designated paths. This survey has been passed to Silva Wood management for review with the intention of carrying the indicated safety work. Approximately a dozen trees have been identified for work

Quaife Woodlands



Arboricultural and Woodland Consultants

2 Squerries Farm Cottages, Westerham, Kent. TN16 1SL

Telephone: 01959 563878 E-mail: jq@quaife-woodlands.co.uk

18th December, 2023

Our ref: AR-4358

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Tree Survey at Stubbs Wood

Dear Amanda,

I carried out the survey on two separate occasions, the first accompanied by Martyn. I have attached a map at Appendix A of the woodland derived from the Miller Land Management map, onto which I have plotted the subject trees along with my observations and the actions which I recommend.

I carried out the survey from ground level on the agreed Action Only basis where I inspected all trees within the described range of influence of wherever there is defined access, to include public roads, public footpaths as well as obvious informal non-designated paths. Accordingly I have only recorded those which present a level of risk that requires action. Onto those trees I have attached an aluminium number tag with a aluminium nail (which do not damage saw teeth), other than those on the roadside where existing marks are visible.

I have listed 13 trees which require action. None of the actions is urgent, but provision should be made to carry them out within the next six months.

There has been extensive ride-widening felling in the eastern part (east of Yorks Hill) and the trees along the new edges do not give any obvious cause for concern. However the exposure of the weaker etiolated trees may make them vulnerable in high winds. Generally speaking members of the public do not walk in woodlands in severe weather conditions, but if such conditions do occur, the rides should be walked by the warden as soon as reasonable afterwards to check for fallen or weakened trees. Our recommendation is that such action is taken after winds of Beaufort Scale 8 or above occur (Appendix B).

I understand that there is full awareness of Ash Dieback Disease and that affected trees should be felled without too much delay, primarily for wider disease limitation, but also for safety as the wood tissue of stricken trees dries swiftly and becomes more brittle.

I have indicated that ivy should be cut as described at Appendix A. This is not because ivy harms trees¹ but merely that if there are structural defects in the crown of a heavily infested tree, ivy obscures it from view. Severing all the stems at waist height leaving a gap so that new, soft shoots can be broken off with the fingers ensures that it does not regrow. The ivy's foliage will turn brown and the stems will die and become brittle, and gradually fall off in small parts.

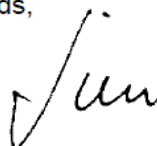
There are various risk assessment methods available, but we base ours on VALID www.validtreerisk.com. The current more general guidance is within the National Tree Safety Group's publication "*Common sense risk management of trees*", which is a free download on www.ntsg.org.uk. (The pertinent section with regard to duty holders is on page 31 - 'The Duty Owed').

Our survey report will be suitable for submission to Sevenoaks District Council should you need to obtain any consent in relation to any statutory tree protection there may be. As the prescribed work is for risk prevention and the woodland is under agreed management I would expect consent to be forthcoming.

As you have a warden who will observe the trees in the survey zones on a fairly frequent basis, I would expect that a formal survey would not be necessary for at least three years. If there should be a particular concern I am local and happy to "*pop in*".

I hope that this is satisfactory and if there are any questions arising I am happy to answer them.

Regards,



Jim Quaife

Attachments:

Appendix A - Woodland Map with survey details (one page A3)

Appendix B - Beaufort Scale

¹ Ivy has evolved to climb into trees above the forest floor so that there is no need to expend energy on growing a self-supporting stem. In a healthy heavily infested tree one can see that the ivy does not grow into the crown periphery as it is a shade-tolerant plant and thus does not compete for light with the tree's outer foliage where the main photosynthetic gain occurs.

If the tree declines in condition through other causes ivy can then accelerate that decline and in extreme cases can cause branch fracture, especially with heavy snow fall.

Subject Trees	Action
1 Splayed Sweet Chestnut coppice 1 stem hung over ride	Fell hung stem Fell
2 Silver Birch leaning over road tag 0091	Observe ¹ Fell
3 Windblown Goat Willow, lifted root plate but stable tag 0092	
4 Dead Goat Willow coppice stems tag 0093	
5 Sweet Chestnut leaning over bridleway, orange paint spot (one accident recorded)	Fell
6 Goat Willow coppice leaning over road tag 0084	Fell
7 Mature Sweet Chestnut ivy infestation tag 0083	Sever ivy ² Fell
8 Ash ADD and canker tag 0082	Fell
9 Hazel coppice two stems with low headroom over road tag 0081	Fell low stems
10 Goat Willow marked with green dots tag 0080	Observe ¹
11 Goat Willow dump marked with green dots plastic tag 054	Observe ¹
12 Ash clump with existing marking	Fell
13 Goat Willow and thin Silver Birch marked with white crosses	Fell

— Survey Route
● Viewpoint
— Compartment boundaries
● 1 Subject Tree

Quaife Woodlands Woodland Survey AR/43581jq

92 London Road, Sevenoaks, Kent, TN13

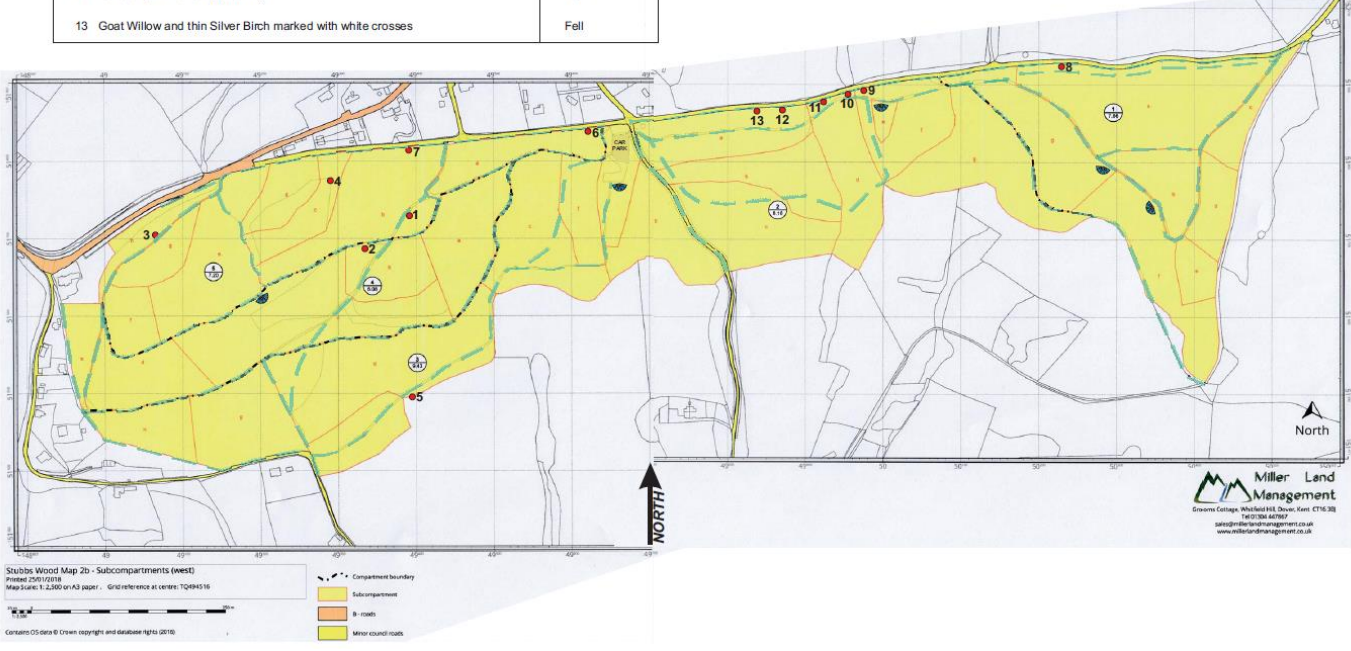
Site Plan - Derived from the Miller Land Management Map

Scale as shown on Scale Bar (A3) 18th December 2023

This plan is drawn in colour so monochrome reproduction may be unreliable

Observe¹ Those working in the woodland are to look at these trees periodically and record observations

Sever ivy² Ivy does not harm trees but will overwhelm trees in poor condition. Removing ivy from a tree crown is time-consuming and disproportionately expensive, so the stems should be severed twice leaving a gap of at least 300mm so that new growth can be rubbed off with fingers once a year



Appendix B

BEAUFORT SCALE
Specifications and equivalent speeds for use on land

FORCE	EQUIVALENT SPEED 10 m above ground miles/hour	EQUIVALENT SPEED 10 m above ground knots	DESCRIPTION	SPECIFICATIONS FOR USE ON LAND
0	0-1	0-1	Calm	Calm; smoke rises vertically.
1	1-3	1-3	Light air	Direction of wind shown by smoke drift, but not by wind vanes.
2	4-7	4-6	Light Breeze	Wind felt on face; leaves rustle; ordinary vanes moved by wind.
3	8-12	7-10	Gentle Breeze	Leaves and small twigs in constant motion; wind extends light flag.
4	13-18	11-16	Moderate Breeze	Raises dust and loose paper; small branches are moved.
5	19-24	17-21	Fresh Breeze	Small trees in leaf begin to sway; crested wavelets form on inland waters.
6	25-31	22-27	Strong Breeze	Large branches in motion; whistling heard in telegraph wires; umbrellas used with difficulty.
7	32-38	28-33	Near Gale	Whole trees in motion; inconvenience felt when walking against the wind.
8	39-46	34-40	Gale	Breaks twigs off trees; generally impedes progress.
9	47-54	41-47	Severe Gale	Slight structural damage occurs (chimney-pots and slates removed).
10	55-63	48-55	Storm	Seldom experienced inland; trees uprooted; considerable structural damage occurs.
11	64-72	56-63	Violent Storm	Very rarely experienced; accompanied by wide-spread damage.
12	73-83	64-71	Hurricane	--

6.4 Volunteers

6.4.1 To confirm that the Clerk and a Member will sign the Volunteers forms.

Members to agree that the Clerk and one Member of the Ide Hill Amenities Committee should sign all the Volunteer forms.

If agreed, the Clerk and one Member will sign all correctly completed Volunteer Forms, retaining them and providing one copy of each to the Lead Stubbs Wood Volunteer (Dominic Rossi) for his information.

6.4.2 Expenses Policy for Volunteers

Members are asked to confirm volunteers should not procure equipment on behalf of the Parish Council and that no expenditure beyond reasonable amounts for fuel and oil for equipment will be reimbursed to any volunteers. Members are asked to agree that, except in a health and safety emergency, all purchases of equipment, PPE, training etc. are to be requested through the Clerk who will, in normal circumstances, purchase them directly.

Members to approve, if appropriate, the following expenses:

5 high viz vests at £4 each = £20

5 hard hats at £20 each = £100

3 Zubart Silky saws at £66 each = £198.00

6.5 Signage

Additional signs are requested for Stubbs Wood.

- a) to warn and advise the public of the ongoing works
- b) to keep the public informed of the work that the PC and volunteers do
- c) to replace the footpath markers when the winter works by Aztech are complete

Members are requested to approve a) and b) and agree on a person responsible for setting out and maintaining the signs. Members are requested to help the Clerk follow up on c) with KCC

PARISH COUNCIL OF SUNDRIDGE WITH IDE HILL

6.6 Stubbs Wood Account

As at 1 December 2023 Stubbs Wood account £2,397.79

Members at Full Council previously resolved that all remaining money in the Stubbs Wood account should be moved to the ring fenced account to provide additional funds to Stubbs Wood.

Receipts and Payments from 1 December 2023 to 11 January 2024

Receipts: £3,700
 Payments: £1,361.81

As at 11 January 2024 Stubbs Wood account £4,735.98

Listing of Payments & Receipts in each Code for All Cost Centres
(Between 01-12-2023 and 11-01-2024)

Cost Centre	Subt						
Code	#	Income RPA					
Vchr.	Date	Description	Supplier	Vat Type	Net	Vat	Total
51	08/12/2023	Receipt - RPA Grant	Rural Payments Agency	X	3,700.00		3,700.00
			Subtotal for Code: Income RPA		£3,700.00		£3,700.00
Code	#	Professional Services					
Vchr.	Date	Description	Supplier	Vat Type	Net	Vat	Total
257	10/01/2024	Payment - Tree Survey	Quaife Woodlands	S	-750.00	-150.00	-900.00
			Subtotal for Code: Professional Services		£-750.00	£-150.00	£-900.00
Code	#	Volunteer Expenses					
Vchr.	Date	Description	Supplier	Vat Type	Net	Vat	Total
225	11/12/2023	Payment - Supplies for Stubbs Wood	Dominic Rossi	S	-14.86	-2.97	-17.83
246	10/01/2024	Payment - Fuel and Oil for Stubbs Wood	Dominic Rossi	X	-31.95		-31.95
249	10/01/2024	Payment - Rope for Stubbs Wood	Robin Mills	S	-100.00	-20.00	-120.00
			Subtotal for Code: Stubbs Wood Volunteer Exp		£-146.81	£-22.97	£-169.78
Code	#	Training					
Vchr.	Date	Description	Supplier	Vat Type	Net	Vat	Total
224	11/12/2023	Payment - Forestry training for Ian C	Esus Forestry Training	X	-465.00		-465.00
			Subtotal for Code: Training		£-465.00		£-465.00
			Subtotal for Cost Centre: Stubbs Wood		2,338.19	-172.97	2,165.22
TOTALS					£2,338.19	£-172.97	£2,165.22

6.7 Stubbs Wood Update (for information only)

The planned coppicing work for Stubbs Wood continues to make good progress ,The West to East ride work is now completed and timber is now being lifted although safety conditions remain paramount when moving these very heavy loads

Compartment 3g is now nearly completed and subject to final confirmation from Natural England work will begin on Compartment 3d to complete the viewpoint .

The Parish Council recognises the inconvenience caused by the heavy machinery but work is scheduled to finish at the end of February .The PC continues to monitor the site in liaison with the contractor and will make every effort to ensure the ride is made good by the contractor at the end of the coppicing process .

Residents are reminded that the sweet chestnut is being coppiced to preserve the long term health of the trees and open up the woodland floor to light and heat thereby providing a much more beneficial environment for plants and animals ,many from species that are under threat .

7 Ide Hill Public Conveniences

7.1 To discuss the vandalism and agree next steps

The toilets have suffered one act of vandalism in recent weeks. The PC is limited in its powers of investigation although serious vandalism or illegal activities should be reported to the police by anyone observing them. Members are asked to consider options for improved surveillance of the toilets.

7.2 To confirm the increase for usage from 60p to £1.00 from 1 April 2024

At a previous meeting an increase in the entrance for the toilets from 60p to £1 from the start of April was agreed. Members are asked to confirm that they are happy for this increase to go ahead and for the Clerk to inform Nyax to change the fees from 2nd April 2024. The signage needs to be updated and the Clerk should be requested to arrange for the signage be changed to show £1. If this is not possible, members should request the Clerk to organise a plastic label to be stuck over the current sign.

8. Clarke Telecom

8.1 To receive an update

Clarke Telecom sent two surveyors to the Wheatsheaf Hill site on 28th November 2023. A preference for a “tree” style mast was given to them and options for mast locations were considered. Tree heights within Stubbs Wood and on neighbouring land not owned by the Parish were observed. To date, there has been no feedback so there is currently no action to be taken.

9.1 Ide Hill Green

9.1 To discuss the kerbing around the Green

At the recent Kent Highways meeting, the Highways Officer advised Members that they would not provide kerbing around the Green from the roundabout up towards Ide Cottage but they would have no objection to the PC and/or residents funding the provision and installation of suitable kerbing. Previously, some residents have indicated that they would be willing to fund this. Members are asked to arrange to get an indication of costs then petition residents along this section for their opinions.

9.2 Telephone Kiosk

This has been repaired and repainted inside and out by residents with supplies from the Parish Council and now is looking splendid. The clear panels at the top are to be replaced with signs saying “Book Exchange” and Ide Hill Book Club has set up a rota to clean and tidy

10. Playgrounds

10.1 To receive the playground inspection reports for Goathurst Common and Ide Hil recreation ground and agree next actions, if appropriate

Inspection reports attached.

10.2 Goathurst Common Playground Project

The fundraising team report that they have raised around £13,000 in the first year of fundraising including one large donation from a resident. Sources of funds and grants are being sought and Members are asked to advise the fundraisers of any grants that they may be aware of that could support their plan to raise £60,000.

11. Highways

11.1 To agree, if appropriate, to purchase an additional grit bin for Ide Hill

The screenshot shows the Glasdon website interface. At the top left is the Glasdon logo with the tagline 'Quality By Design'. To the right, there is a 'Sign up for our newsletter' button, a phone icon with the text 'Call one of our experts - 01253 600410 or Request a callback', and an email icon with 'enquiries@glasdon-uk.co.uk'. Below this is a dark blue navigation bar with links for Home, Company, Products, Express Products, Products by Industry, and Careers. The main content area features a large image of a yellow grit bin on the left. To the right of the image, the price is listed as £179.72, excluding VAT, with a total of £215.66 including VAT. Below the price, there are two lines of delivery information: '£12.50 + VAT delivery (orders under £250)*' and '£15.00 delivery incl. VAT (orders under £300 incl. VAT)*'. At the bottom of the product card, there are controls for 'Quantity' (a minus sign, the number 1, and a plus sign), 'Lid' (a dropdown menu with '- P' selected), 'Lock/Security' (a dropdown menu with '- Not required -' selected), 'Color' (a dropdown menu with '- P' selected), and 'Finish' (a dropdown menu).

12. Budget for 2024-25

11.1 To agree the proposed budget for Stubbs Wood, Ide Hill Public Conveniences, Ide Hill Green and Ide Hill Recreation Ground.

Ide Hill Public Conveniences

Current Position:

Sundridge with Ide Hill Parish Council

11 January 2024 (2023-2024)

Summary of Receipts and Payments

Cost Centre 11

Ide Hill Car Park and Public Conveniences

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	-/- Under/over spend
64 Conveniences cleaning				6,000.00	4,500.00	1,500.00	1,500.00 (25%)
66 Conveniences door pay system							(N/A)
68 Conveniences energy costs				630.00	476.22	153.78	153.78 (24%)
65 Conveniences Maintenance				500.00	90.00	410.00	410.00 (82%)
67 Conveniences supplies				500.00	256.22	243.78	243.78 (48%)
69 Conveniences water				1,000.00	654.22	345.78	345.78 (34%)
63 Ide Hill car park (at public conveniences)				200.00	240.00	-40.00	-40.00 (-20%)
122 Income Grant							(N/A)
123 Income Nayax	2,000.00	2,161.94	161.94				161.94 (8%)
71 Miscellaneous Contingency				100.00		100.00	100.00 (100%)
70 Sevenoaks District Council Rates				350.00		350.00	350.00 (100%)
SUB TOTAL	2,000.00	2,161.94	161.94	9,280.00	6,216.66	3,063.34	3,225.28 (28%)

Suggested Budget 24-25

**Cost Centre Year Comparison Summary
Cost Centre Ide Hill Car Park and Public Conveniences**

Code Title	Receipts (Current Year)		Payments (Current Year)		Receipts 2024-25	Payments 24-25
	Budgeted	Actual	Budgeted	Actual	Budgeted	Budgeted
Ide Hill Car Park and Public Convenience:						
Conveniences cleaning			6,000.00	4,500.00		6,000.00
Conveniences door pay system						
Conveniences energy costs			630.00	476.22		650.00
Conveniences Maintenance			500.00	90.00		250.00
Conveniences supplies			500.00	256.22		500.00
Conveniences water			1,000.00	654.22		1,000.00
Ide Hill car park (at public conveniences)			200.00	240.00		200.00
Income Grant						
Income Nayax	2,000.00	2,161.94				
Miscellaneous Contingency			100.00			100.00
Sevenoaks District Council Rates			350.00			350.00
SUB TOTAL	2,000.00	2,161.94	9,280.00	6,216.66	3,000.00	
NET TOTAL	2,000.00	2,161.94	9,280.00	6,216.66	3,000.00	9,050.00
V.A.T.				123.07		
GROSS TOTAL		2,161.94		6,339.73		

PARISH COUNCIL OF SUNDRIDGE WITH IDE HILL

11 January 2024 (2023-2024)

Sundridge with Ide Hill Parish Council

Listing of Payments in each Code for All Cost Centres (Between 01-04-2023 and 11-01-2024)

Cost Centre Ide Hill Car Park and Public Conveniences

Code Vchr.	Date	Description	Supplier	Vat Type	Net	Vat	Total	
Code 64								
6	20/04/2023	Cleaning	Val & Sander Reytenbach	X	500.00		500.00	
28	19/05/2023	Cleaning	Val & Sander Reytenbach	X	500.00		500.00	
64	12/06/2023	Cleaning	Val & Sander Reytenbach	X	500.00		500.00	
80	11/07/2023	Cleaning	Val & Sander Reytenbach	X	500.00		500.00	
105	18/08/2023	Cleaning	Val & Sander Reytenbach	X	500.00		500.00	
146	20/09/2023	Cleaning	Val & Sander Reytenbach	X	500.00		500.00	
152	20/10/2023	Cleaning	Val & Sander Reytenbach	X	500.00		500.00	
181	20/11/2023	Cleaning	Val & Sander Reytenbach	X	500.00		500.00	
215	20/12/2023	Cleaning	Val & Sander Reytenbach	X	500.00		500.00	
Subtotal for Code:					Conveniences cleaning	£4,500.00	£4,500.00	
Code 68								
75	11/07/2023	Electricity	EDF Energy	L	83.33	4.17	87.50	
94	17/07/2023	Electricity	EDF Energy	L	48.92	2.45	51.37	
120	10/08/2023	Electricity	EDF Energy	L	57.65	2.88	60.53	
128	14/09/2023	Electricity	EDF Energy	L	120.92	6.05	126.97	
195	09/11/2023	Electricity	EDF Energy	L	116.00	5.80	121.80	
216	11/12/2023	Electricity	EDF Energy	L	49.40	2.47	51.87	
Subtotal for Code:					Conveniences energy costs	£476.22	£23.82	£500.04
Code 65								
113	08/08/2023	Repair of leaking pipes	Gas Safe Solutions	S	90.00	18.00	108.00	
Subtotal for Code:					Conveniences Maintenance	£90.00	£18.00	£108.00
Code 67								
60	12/06/2023	Cleaning supplies	Goldservice	S	69.53	13.91	83.44	
115	08/08/2023	Toilet rolls	Goldservice	S	46.86	9.37	56.23	
191	10/11/2023	Toilet rolls	Goldservice	S	139.83	27.97	167.80	
Subtotal for Code:					Conveniences supplies	£256.22	£51.25	£307.47
Code 69								
12	12/04/2023	Part payment of water bill	Castle Water	X	654.22		654.22	
Subtotal for Code:					Conveniences water	£654.22	£654.22	
Code 63 Ide Hill Car Park								
62	12/06/2023	Disabled Space marking	Orchman Road Marking	S	150.00	30.00	180.00	
110	08/08/2023	Removal of weeds and hedge	Banbrook Handyman and Garden Services	X	90.00		90.00	
Subtotal for Code:					Ide Hill car park (at public cc	£240.00	£30.00	£270.00
Subtotal for Cost Centre:					Ide Hill Car Park and Public	6,216.66	123.07	6,339.73
TOTALS						£6,216.66	£123.07	£6,339.73

Sundridge with Ide Hill Parish Council

Listing of Receipts in each Code for All Cost Centres

(Between 01-04-2023 and 11-01-2024)

Cost Centre Ide Hill Car Park and Public Conveniences

Code Vchr.	# Date	Description	Supplier	Vat Type	Net	Vat	Total
8	14/04/2023	Toilet Door Income	Nayax Europe UAB	X	413.38		413.38
14	15/05/2023	Toilet Door Income	Nayax Europe UAB	X	211.24		211.24
17	15/06/2023	Toilet Door Income	Nayax Europe UAB	X	232.60		232.60
25	13/07/2023	Toilet Door Income	Nayax Europe UAB	X	163.11		163.11
27	14/09/2023	Toilet Door Income	Nayax Europe UAB	X	247.93		247.93
28	15/08/2023	Toilet Door Income	Nayax Europe UAB	X	223.83		223.83
45	15/11/2023	Toilet Door Income	Nayax Europe UAB	X	245.60		245.60
61	14/12/2023	Toilet Door Income	Nayax Europe UAB	X	162.92		162.92
65	13/10/2023	Toilet Door Income	Nayax Europe UAB	X	261.33		261.33
Subtotal for Code: Income Nayax					£2,161.94		£2,161.94
Subtotal for Cost Centre: Ide Hill Car Park and Public					2,161.94		2,161.94
TOTALS					£2,161.94		£2,161.94

Due to the change of bank account the payment showing for April 2023 included the income from January, February and March 2023. The amount received in April 2023 for March 2023 would have been £198.00.

Sundridge with Ide Hill Parish Council

Stubbs Wood

11 January 2024 (2023-2024)

Summary of Receipts and Payments

Cost Centre 6

Stubbs Wood

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	-/ Under/over spend
143 Coppicing/Widening of Rides					6,250.00	-6,250.00	-6,250.00 (N/A)
120 Income Cycling Clubs	200.00	200.00					(0%)
128 Income General		400.00	400.00				400.00 (N/A)
119 Income RPA		3,700.00	3,700.00				3,700.00 (N/A)
34 Professional Services					2,050.00	-2,050.00	-2,050.00 (N/A)
33 Running Costs				3,000.00	1,080.89	1,919.11	1,919.11 (63%)
146 Stubbs Wood Volunteer Expenses					146.81	-146.81	-146.81 (N/A)
145 Training					465.00	-465.00	-465.00 (N/A)
35 Tree Survey							(N/A)
SUB TOTAL	200.00	4,300.00	4,100.00	3,000.00	9,992.70	-6,992.70	-2,892.70 (-90%)

Summary

NET TOTAL	200.00	4,300.00	4,100.00	3,000.00	9,992.70	-6,992.70	-2,892.70 (-90%)
V.A.T.					1,816.09		
GROSS TOTAL		4,300.00			11,808.79		

Suggested 2024-25 Budget

Cost Centre Stubbs Wood

Code Title	Receipts (Current Year)		Payments (Current Year)		Receipts 24-25	Payments 24-25
	Budgeted	Actual	Budgeted	Actual	Budgeted	Budgeted
Stubbs Wood						4,000
Coppicing/Widening of Rides				6,250.00		
Income Cycling Clubs	200.00	200.00			200.00	
Income General		400.00				
Income Japa						
Income RPA		3,700.00			3,700.00	
Professional Services				2,050.00		1500
Reserves					1500	
Running Costs			3,000.00	850.80		1,000.00
Stubbs Wood Volunteer Expenses				376.90		650
Training				465.00		500
Tree work following survey				2500		
SUB TOTAL	200.00	4,300.00	3,000.00	9,992.70		
NET TOTAL	200.00	4,300.00	3,000.00	9,992.70		
V.A.T.				1,816.09		
GROSS TOTAL		4,300.00		11,808.79	5,200.00	6,650

For 23-24

1. There will be further bills to pay for Silva Woodland Management
2. The tree work as a result of the tree survey may be undertaken in this year
3. Current monies in Stubbs Wood account - £4,735
4. This monies include the budgeted amount of £3,000 from the PC which Members agreed should be moved into the Stubbs Wood account.
5. Estimate that £1,500 will be in reserves to move to 24-25

For 24-25

1. There is the Aztech payment for 24-25
2. The RPA grant should be the same
3. Reserves of approximately £1,500 from 23-24
4. £3,000 from PC suggested.

PARISH COUNCIL OF SUNDRIDGE WITH IDE HILL

Listing of Receipts in each Code for All Cost Centres **(Between 01-04-2023 and 11-01-2024)**

Cost Centre Stubbs Wood

Code	#						
Vchr.	Date	Description	Supplier	Vat Type	Net	Vat	Total
37	04/10/2023	Hire of Car park	Catford Cycling Club	X	200.00		200.00
			Subtotal for Code: Income Cycling Clubs		£200.00		£200.00

Code	#						
Vchr.	Date	Description	Supplier	Vat Type	Net	Vat	Total
52	22/11/2023	Stubbs Wood contract	Cornish Forestry Products Ltd	X	400.00		400.00
			Subtotal for Code: Income General		£400.00		£400.00

RING FENCED INCOME

Vchr.	Date	Description	Supplier	Vat Type	Net	Vat	Total
51	08/12/2023	RPA Grant	Rural Payments Agency	X	3,700.00		3,700.00
			Subtotal for Ring fenced Income		£3,700.00		£3,700.00
			Subtotal for Cost Centre: Stubbs Wood		4,300.00		4,300.00
			TOTALS		£4,300.00		£4,300.00

PARISH COUNCIL OF SUNDRIDGE WITH IDE HILL

11 January 2024 (2023-2024)

Sundridge with Ide Hill Parish Council

Listing of Payments in each Code for All Cost Centres (Between 01-04-2023 and 11-01-2024)

Cost Centre Stubl:

Code	143		Coppicing/Widening of Rides					
Vchr.	Date	Description	Supplier	Vat Type	Net	Vat	Total	
202	24/11/2023	Ride Widening Works	Aztech Group	S	6,250.00	1,250.00	7,500.00	
			Subtotal for Code: Coppicing/Widening of Rides:		£6,250.00	£1,250.00	£7,500.00	

Code	Professional Services						
Vchr.	Date	Description	Supplier	Vat Type	Net	Vat	Total
114	08/08/2023	Stubbs Wood consultancy	Silva Woodland Management Limi	S	1,300.00	260.00	1,560.00
257	10/01/2024	Tree Survey	Quaife Woodlands	S	750.00	150.00	900.00
			Subtotal for Code: Professional Services		£2,050.00	£410.00	£2,460.00

Code	#	Running Costs					
Vchr.	Date	Description	Supplier	Vat Type	Net	Vat	Total
52	12/06/2023	Sign Printing Stubbs Wood	Ian Courtneidge	S	20.00	4.00	24.00
74	18/07/2023	Sign Stubbs Wood	Saskia Frost	X	410.00		410.00
111	08/08/2023	Sign for Stubbs Wood	Dominic Rossi	S	202.00	40.40	242.40
137	14/09/2023	Safety Signs	Mrs A C Barlow	S	35.47	7.09	42.56
207	24/11/2023	Padlock	St Engineering	S	183.33	36.67	220.00
			Subtotal for Code: Running Costs		£850.80	£88.16	£938.96

Code	#	Volunteer Expenses					
Vchr.	Date	Description	Supplier	Vat Type	Net	Vat	Total
53	12/06/2023	Postage	Dominic Rossi	X	5.30		5.30
55	12/06/2023	Fuel	Dominic Rossi	S	21.56	4.31	25.87
61	12/06/2023	Woodchipper Hire	Dominic Rossi	S	132.00	26.40	158.40
96	20/07/2023	Fuel and Oil for Stubbs Wood	Dominic Rossi	S	16.44	3.29	19.73
112	08/08/2023	Chainsaw oil	Dominic Rossi	S	21.56	4.31	25.87
165	10/10/2023	Fuel	Dominic Rossi	S	7.19	1.44	8.63
206	24/11/2023	Fuel and Oil for Stubbs Wood	Dominic Rossi	S	26.04	5.21	31.25
225	11/12/2023	Supplies for Stubbs Wood	Dominic Rossi	S	14.86	2.97	17.83
246	10/01/2024	Fuel and Oil for Stubbs Wood	Dominic Rossi	X	31.95		31.95
249	10/01/2024	Rope for Stubbs Wood	Robin Mills	S	100.00	20.00	120.00
			Subtotal for Code: Stubbs Wood Volunteer Exp		£376.90	£67.93	£444.83

Code	#	Training					
Vchr.	Date	Description	Supplier	Vat Type	Net	Vat	Total
224	11/12/2023	Forestry training for Ian Courtneidge	Esus Forestry Training	X	465.00		465.00
			Subtotal for Code: Training		£465.00		£465.00

	Subtotal for Cost	Stubbs Wood			9,992.70	1,816.09	11,808.79
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	TOTALS				£9,992.70	£1,816.09	£11,808.79
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Ide Hill Recreation Ground

Sundridge with Ide Hill Parish Council

11 January 2024 (2023-2024)

Summary of Receipts and Payments

Cost Centre 16

Ide Hill Recreation Ground

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	-/- Under/over spend
87 Ground maintenance				250.00	600.00	-350.00	-350.00 (-140%)
88 Playground maintenance				250.00		250.00	250.00 (100%)
SUB TOTAL				500.00	600.00	-100.00	-100.00 (-20%)

Summary

NET TOTAL				500.00	600.00	-100.00	-100.00 (-20%)
V.A.T.					120.00		
GROSS TOTAL					720.00		

Ide Hill Green

Ide Hill Green

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	-/- Under/over spend
152 Ide Hill War Memorial							(N/A)
151 Ide Hill Well							(N/A)
150 Telephone Box					90.75	-90.75	-90.75 (N/A)
SUB TOTAL					90.75	-90.75	-90.75 (N/A)

Summary

NET TOTAL					90.75	-90.75	-90.75 (N/A)
V.A.T.					4.00		
GROSS TOTAL					94.75		

Goathurst Common

Sundridge with Ide Hill Parish Council

11 January 2024 (2023-2024)

Summary of Receipts and Payments

Cost Centre 22

Goathurst Common

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	·/- Under/over spend
109 Maintenance				500.00		500.00	500.00 ▼ (100%)
SUB TOTAL				500.00		500.00	500.00 ▼ (100%)

Summary

NET TOTAL				500.00		500.00	500.00 ▼ (100%)
V.A.T.							
GROSS TOTAL							

13. Date of next meeting