

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 **7.45.pm. on Monday 29 January 2024** to transact the undermentioned business.

Anaida Barrow

Clerk 24 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. Report from County Councillor**
- 4. Report from District Councillor**
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.
6. To approve as a correct record the **Minutes** of the Parish Council meetings held on 11 December 2023.
7. **To take Matters arising** from the Minutes where these are not covered under the subject headings below
 - 7.1 Covers Farm
 - 7.2 Highways
 - 7.3 Streetlighting
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.
- 9. Finance & Personnel items for decision and noting**
 - 9.1** Items, Received Paid and Payable
 - 9.2** Budget 2023/24
 - 9.3** Budget 204/25
 - 9.4** Precept 204/24
 - 9.5** Draft minutes of the Finance & Personnel Committee Meeting on Monday 22 January 2024
 - 9.6** Freedom of Information Request/Complaint (Confidential item)
- 10. Committee Structure**

To agree, if appropriate, membership of the Committees

11. Ide Hill

To discuss and agree next actions with regard to:

11.1 Stubbs Wood

Volunteer Policy

11.2 Draft minutes of the Ide Hill Amenities Committee meeting on 15 January 2024

12. Sundridge

To discuss and agree next actions with regard to:

12.1 Sundridge Recreation Ground

Renovation of pavilion

12.2 Sundridge and Brasted Social Club

Update on lease

12.3 Draft minutes of the Sundridge Amenities Committee meeting on 8 January 2024

14. Items for noting

14.1 Annual Parish Meeting – 29 April 2024

14.2 Newsletter

14.3 Correspondence

14.3.1 General

14.3.2 Kent Police

15. Dates of next meetings

Full Council Meeting

Monday 19 February 2024 at 7.45pm – Sundridge Village Hall

AGENDA DOCUMENTS

1. To receive apologies and reasons for absence.

Cllr Allgood, Miller and Fribbens

6. To approve as a correct record the **Minutes** of the Parish Council meetings held on 11 December 2023.

*Minutes of Full Council Meeting held on Monday 11 December 2023
at Sundridge Village Hall at 7.45pm*

Present: Councillors Banbrook, De Bono, Evans (Chair), Fribbens, Maybury and Powell

Apologies: Cllrs Allgood and Miller, Cllrs Chard (County), Alger (District) and Williams (District).

Attendance, 3 members of the public (in part), Cllr Sandra Robinson (District) and Amanda Barlow (Clerk)

Cllr Evans (Chair) welcomed everyone to the meeting.

1. To receive apologies and reasons for absence.

Apologies were received and accepted from Cllr Allgood, and Miller, Cllrs Chard (County), Alger (District) and Williams (District).

It was noted that there is not usually a December meeting and this meet was to provide a public forum opportunity to residents and for any urgent items to be agreed,

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. Please note this item will be limited in time at the discretion of the Chairman.

Martin from the Village Shop – he would like to see a reduced speed on Main Road and a clear sign on road as people are stopping outside the shop and therefore customers cannot get into and out of the shop. It was agreed that Cllr Evans would arrange to meet with Cllr Robinson (District), Cllr Alger (District), Cllr Williams (District) and Cllr Chard (County).

Covers Farm – Mr Jones stated his concerns that there would be not enough time for letters to be sent in protest. Cllr Robinson agreed that there was not enough time. Members agreed that it was important for the residents to respond the application.

It was agreed that Mr Jones, Cllrs Robinson, Cllr Alger, Cllr Williams and Cllr Chard should talk over WhatsApp to agree the strategy for the meeting.

Cllr Robinson gave a report and a copy is attached Appendix A.

4. To approve as a correct record the **Minutes** of the Parish Council meetings held on 20 November 2023.

Members resolved to agree the minutes of the meeting held on 20 November 2023.

5. **To take Matters arising** from the Minutes where these are not covered under the subject headings below
Matters arising will be covered in the report which will be published with the minutes.

Sundridge with Ide Hill Parish Council

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

Members resolved to agree that Agenda Item 8.1. should be discussed in confidence.

7. Finance & Personnel items

7.1 To agree items received, paid and payable

Members resolved to agree the items received, paid and payable at Appendix B.

Members resolved to agree that the £400 Cornish Forestry

8. Items to discuss and agree, if appropriate, an allocation of resource

8.2 Landscape Services Contract for 2024-25

Members agreed that the Ide Hill and Sundridge Amenities would agree the exact requirements of each village for the grass cutting.

8.3 Scribe Village Hall Software

Members resolved that the Parish Clerk should instruct Scribe to install the Village Hall software at a cost of £348 per year and an on boarding charge of £249.

8.1 Sundridge and Brasted Social Club Lease

Members agreed that that the three parties should meet to discuss Sundridge and Brasted Social Club lease before it is finally signed.

9. Updates

Members and the Clerk provided updates which was agreed to be used as a Christmas newsletter to resident as at Appendix C.

10. Dates of next meetings

Full Council Meeting

Monday 29 January at 7.45pm – Sundridge Village Hall

Sundridge Amenities Committee

Monday 8 January 2024 at 7.15pm – Sundridge Village Hall

Ide Hill Amenities Committee

Monday 15 January 2024 at 5.00pm – Ide Hill Village Hall

Finance & Personnel Committee

Monday 22 January 2024 at 7.15– Sundridge Village Hall

8. Items to discuss and agree, if appropriate, an allocation of resource

BCS District Councillor's Report - Sandra Robinson

for Sundridge Parish Council meeting 11 December 2023

Dear All,

1. Westerham Hill closed 16-30 December

As well as their Biggin Hill information day, I also attended the Thames Water and their contractor Morrisons information day in Westerham last Monday 4 December.

I am happy to report there is progress concerning improvements to the diversion routes - ie less along Pilgrims Way, and also (fingers crossed hopefully) not down the narrow north-south country lanes into Brasted and Sundridge.

I attach to my email with this report:

- A A4 flier for contact information, sent to me today by Thames Water.
- 3 attachments with the 246 Westerham to Biggin Hill bus timetable, in case of interest to Brasted residents. The timetable was also published today. Note that its diversion will take it via Tatsfield.

Nevertheless, I think we should be prepared for heavier traffic along our stretch of the A25, as Westerham - Biggin Hill traffic is all diverted along here, whether they then use the M25 or A roads via Polhill.

The proof of the pudding will be in what actually happens 16-30 December. I will be around, and will be monitoring and visiting the site, also checking on diversion signs. Do keep me in the loop of any issues once the works start. It is important we have the evidence as to realities, when we hold future coordination discussions with Thames Water and Kent Highways in relation to our section of the A25.

2. Thames Water meeting 24 November and follow-up

a) 24 November meeting

This meeting was kindly hosted by our MP Laura Trott, with two local Thames Water representatives, plus Sundridge and Brasted Parish Chairs, also your parish clerks, the Westerham Town Council clerk, and Michelle, Nigel and myself as your District Councillors. It was a good meeting and useful information was exchanged.

However, I was sorry to see that Kent Highways were not present, and discovered only afterwards that they had simply not been invited. This meant that we could

not fully discuss, nor reach any satisfactory conclusions about organising matters going forward, including route diversions and signage, including advance warning signage (which are Kent Highways decisions) and above all : timely information to all residents and businesses concerning works along the A25, something we are sorely lacking at the moment.

b) next steps on coordination with Thames Water

I continue to liaise with Thames Water managers about setting up a local coordination group - which surely must include Kent Highways too.

I also wish to explore the possibility of establishing a wider Thames Water information system whereby anyone can sign up by text or email to be informed the moment there is something happening anywhere on the A25.

Thames Water tell me it is too complicated to set up for any particular stretch of the A25, but speaking personally I would be happy with this. Indeed, if the text came in for anywhere else, from Wrotham Heath to Guildford, I could breathe a sigh of relief and be grateful I could ignore it. Better to have too much info than no warning whatsoever, as so often currently happens.

One issue is that emergency works do not require a permit in advance – for obvious reasons. But this can mean that, by the time the permit is issued and an email notification sent to Councillors by Kent Streetworks, we could be several hours into the problem. Even then we cannot reach all motorists except in batches through parish council websites or social media.

With the ancient water-pipes we have along the A25 – at 15 bar pressure in Sundridge! - additionally constantly affected by heavy modern HGVs over the top, this issue is going to be perennial until a fully new modern pipes system is laid. All the more reason why we need a “A25 alert” system.

c) District Council Scrutiny Committee - 9 January - water Co. reps

The District Council Scrutiny Committee will be meeting with representatives of SouthEast Water and hopefully also Thames Water on 9 January, to ask questions about their current works and future plans.

I am also particularly interested in the projected waste treatment plant on the Darent River, as I worry about the effect this will have on our unique chalk streams and local habitats.

As your Councillor I am of course happy to ask additional questions on your behalf. If you have any thoughts, ideas or suggestions, please let me know!

3. Covers Farm

If the KCC Planning Committee meeting on 10 January 2024 does include Covers Farm, we haven't much time for our campaign to continue to inform the Planning Department, and to write to Planning Committee Members.

a) KCC Planning Committee

As I drew up the Committee list out of my own interest, to see if there was anyone on the Committee I knew, or who is from reasonably near our area who might already know about the specifics of the A25 through Brasted and Sundridge, I thought copy it here for you:

Name	Email	KCC Member for
Andy Booth (Committee Chair)	andy.booth@kent.gov.uk	Sheppey
Harry Rayner (Vice Chair)	harry.rayner@kent.gov.uk	Malling West
Rosalind Binks	rosalind.binks@kent.gov.uk	Broadstairs
Susan Carey	susan.carey@kent.gov.uk	Elham Valley
Ian Chittenden	ian.chittenden@kent.gov.uk	Maidstone North East
Perry Cole	perry.cole@kent.gov.uk	Swanley
Derek Crow-Brown	derek.crow-brown@kent.gov.uk	Birchington & Rural
Mike Dendor	mike.dendor@kent.gov.uk	Sittingbourne North
Peter Harman	peter.harman@kent.gov.uk	Swanscombe & Greenhithe
Sarah Hudson	sarah.hudson@kent.gov.uk	Malling Rural East
Jackie Meade	jackie.meade@kent.gov.uk	Folkestone East
Oliver Richardson	oliver.richardson@kent.gov.uk	Dover Town
Charlie Simkins	charlie.simkins@kent.gov.uk	Ashford Rural West

b) Aggregate new data on Sundridge Main Road residents

Thanks to a lot of work so kindly done by Marjorie Jones and Melvin DeBono, we have a thorough survey on Sundridge residents living directly on the A25 High Street, also the commercial premises.

These people will all be affected by the Monday-Friday additional air and noise pollution, and/or their safety walking along pavements (where these exist) or going in and out of their driveways, all due to the projected additional Covers Farm tipper trucks. I will send you a copy as soon as I have finished the number-crunching, which will include data from the similar survey along Brasted High Street.

c) Sundridge Main Road road width

We have all long known that our stretch of the A25 is not fit-for-purpose for HGVs.

Thanks also to Melvin as cheerful road-measuring-assistant (and a laser measuring device!), I now have a precise map of locations and lengths where our stretch of the A25 is less than 6.75 metres, which is the nationally required minimum for two HGVs to pass each other safely. This is because HGVs and buses, including tipper trucks of the type Covers Farm will use, are generally 3 metres wide. Plus they need space for wing-mirrors, hence the extra 75 cm.

For example, the A25 is less than even 6 metres wide for 50 metres leading up to Sundridge lights, coming from the east / Sevenoaks. No wonder HGVs struggle to get past each other, or mount the north-side pavement to do so (which by the way is also not fit-for-purpose, as noticeably less than the national width requirement for pedestrian safety of 1.5 metres).

Again I will send you my results as soon as these are finalised.

Sandra Robinson
11 December 2023

Sandra Robinson MA MCom
District Councillor for Brasted, Chevening and Sundridge

Sundridge with Ide Hill Parish Council

Appendix B

Items Received 20 November to 10 December 2023

11 December 2023 (2023-2024)

Sundridge with Ide Hill Parish Council RECEIPTS LIST

Voucher	Code	Date	Description	Supplier	VAT Type	Net	VAT	Total
46	Income Sundridge AllStars	20/11/2023	Sundridge AllStars Payment 1 23-24	Sundridge AllStars	X	200.00		200.00
52	Income General	22/11/2023	Stubbs Wood contract	Cornish Forestry Products Ltd	X	400.00		400.00
55	Income Wood	24/11/2023	Dance hall hire	Mr & Mrs Wood	X	24.00		24.00
53	Income Radnor House	30/11/2023	Radnor Lease	Radnor House School	X	2,500.00		2,500.00
56	Income Wood	01/12/2023	Dance hall hire	Mr & Mrs Wood	X	24.00		24.00
54	Income Pilates	05/12/2023	Pilates Hall Hire	Teresa Baker	X	624.00		624.00
51	Professional Services	08/12/2023	RPA Grant	Rural Payments Agency	X	3,700.00		3,700.00
57	Income Wood	08/12/2023	Dance hall hire	Mr & Mrs Wood	X	24.00		24.00
Total						7,496.00		7,496.00

Items Paid 20 November to 10 December 2023

11 December 2023 (2023-2024)

Sundridge with Ide Hill Parish Council PAYMENTS LIST

Voucher	Code	Date	Description	Supplier	VAT Type	Net	VAT	Total
180	Cleaning	20/11/2023	Cleaning	Val & Sander Reytenbach	X	180.00		180.00
181	Conveniences cleaning	20/11/2023	Cleaning	Val & Sander Reytenbach	X	500.00		500.00
199	Travel Expenses	24/11/2023	Mileage	Mrs A C Barlow	X	17.10		17.10
200	Supplies for meetings	24/11/2023	Coffee and Biscuits	Mrs A C Barlow	X	15.55		15.55
205	Subscriptions	24/11/2023	SLCC Subscription for Clerk (50%)	Society of Local Council Clerks	X	288.00		288.00
206	Running Costs	24/11/2023	Fuel and Oil for Stubbs Wood	Dominic Rossi	S	26.04	5.21	31.25
207	Running Costs	24/11/2023	Padlock	St Engineering	S	183.33	36.67	220.00
204	Cleaning	24/11/2023	Additional Clean SVH	Val & Sander Reytenbach	X	30.00		30.00
202	Coppicing/Widening of Rides	24/11/2023	Ride Widening Works	Aztech Group	S	6,250.00	1,250.00	7,500.00
203	Professional Services	24/11/2023	Survey of Village Hall 50% deposit	Sonnex Surveying Ltd	X	947.50		947.50
231	WiFi	30/11/2023	WiFi Village Hall	Onecom Limited	S	104.50	20.90	125.40

Items to be Paid on 11 December 2023

Sundridge with Ide Hill Parish Council PAYMENTS LIST

Voucher	Code	Date	Description	Supplier	VAT Type	Net	VAT	Total
216	Conveniences energy costs	11/12/2023	Electricity	EDF Energy	L	49.40	2.47	51.87
218	Energy Costs	11/12/2023	Electricity	EDF Energy	L	112.86	5.64	118.50
209	Parish WiFi (Clerk)	11/12/2023	WiFi	Mrs A C Barlow	X	10.00		10.00
208	Parish Zoom account	11/12/2023	Zoom	A C Barlow	S	11.99	2.40	14.39
222	Electricity and Gas	11/12/2023	Electricity	British Gas	L	115.48	5.77	121.25
223	Electricity and Gas	11/12/2023	Gas	British Gas	L	888.89	44.44	933.33
212	Travel Expenses	11/12/2023	Mileage	Mrs A C Barlow	X	17.10		17.10
213	Software	11/12/2023	Adobe software	Mrs A C Barlow	S	10.95	2.19	13.14
210	Parish mobile telephone	11/12/2023	Mobile	Mrs A C Barlow	S	19.79	3.96	23.75
219	Professional Services	11/12/2023	Survey of Village Hall Balance	Sonnex Surveying Ltd	X	947.50		947.50
221	Repairs	11/12/2023	Streetlight repairs	Streetworks	S	274.25	54.85	329.10
220	Maintenance	11/12/2023	Toilet rolls	Cllr V Allgood	X	6.98		6.98
230	Music Licence	11/12/2023	Music Licence	PPL PRS	S	129.00	25.80	154.80
229	Christmas festivities Ide Hill	11/12/2023	Christmas Carols Event supplies	Cllr M Fribbens	X	103.58		103.58
226	Christmas festivities Ide Hill	11/12/2023	Christmas tree supplies	Derry Wiltshire	X	84.66		84.66
224	Training	11/12/2023	Forestry training for Ian Courtneidge	Esus Forestry Training	X	465.00		465.00
225	Stubbs Wood Volunteer Expense	11/12/2023	Supplies for Stubbs Wood	Dominic Rossi	S	14.86	2.97	17.83
227	Phone Box	11/12/2023	Paint for phone box	Peter Wade	X	22.79		22.79
228	Phone Box	11/12/2023	Paint for phone box	Cllr M Fribbens	X	47.97		47.97
214	Cleaning	20/12/2023	Cleaning	Val & Sander Reytenbach	X	180.00		180.00
215	Conveniences cleaning	20/12/2023	Cleaning	Val & Sander Reytenbach	X	500.00		500.00



Sundridge with Ide Hill Parish Council



**Merry Christmas and Happy New Year
to all our residents in Sundridge and Ide Hill**

Ide Hill

Christmas

It was wonderful to see so many residents, especially our youngest residents, at the annual Parish Council Carols on Ide Hill Green. Thank you to Sarah Fribbens and Liz Denbigh for doing a fantastic job keeping us all warm with a great service of mulled wine, hot chocolate and mince pies and cookies for the children.



Stubbs Wood

Phase 1(Ride Widening) is now complete. The West /East ride has now widened out from the old car park all the way past the Wellingtonian to Gracious lane. Feedback from the majority of users is extremely positive. There is clear evidence now that walkers ,riders and cyclist have all been able to safely access the ride which was previously impossible .

Aztech are now in full operation in Stubbs Wood .Please bear in mind they are using heavy machinery with a restricted view in a very noisy enclosed cabin .There have been a number of incidents where individuals have ignored the clear safety warnings and entered the prohibited zone .and approached the vehicles. Aztech have asked us to point out that on at least one occasion they have not seen the individual until the very last moment. Please also do not assume that if a vehicle is stationary it is safe to enter the zone .The vehicle may start without warning .Aztech are making good progress but work is likely to continue until the end of February. The lifting of timber may well continue for some time after that. Aztech will make good the paths once the weather improves and the main work is complete. The PC acknowledges the inconvenience that is being caused but hopes residents will recognise the very considerable benefits of the clearance and coppicing work to preserve a healthy and regenerated woodland for many years to come.

Safety Survey

Jim Quaife has completed his survey of Stubbs Wood and the Parish Council have received his report. This will be discussed at the next Ide Hill Amenities Committee meeting.

Rural Payments Agency Grant

The Parish Council have now received the annual RPA grant of £3,700.

Clarke Telecom Mast

On 28 November 2023 surveyors from Clarke Telecom attended the old Stubbs Wood car park site. Cllr Martyn Fribbens was in attendance and the Parish Council await the outcome of the survey.

The Ide Hill Amenities Committee Meeting is on Monday 15 January 2024 at 5pm in Ide Hill Village Hall.

Sundridge

Christmas

A huge thank you to the brilliant team at Sundridge Sundridge who in partnership with Sundridge with Ide Hill Parish Council put on a fantastic Winter Funderland for our village. The Parish Council served mulled wine, hot chocolate and mince pies to residents. The Sundridge Team has worked so hard for months to prepare for this event and we are extremely lucky to have such amazing residents in our Parish.



Sundridge Village Hall

Sundridge Village Hall has been renovated over this year and new storage has been put in the car park making the hall and kitchen space more usable. Members agreed that there should be preferential hiring rates for residents. There are lots of activities taking place at the hall including dancing for both children and adults, Pilates and Boogie Bounce. A new calendar and booking system will be implemented in January 2024 and will be available by a link from our website.

Bowers Meadow

The Parish Council is pleased to confirm that we have been awarded a grant of £4,000 from Sevenoaks District Council.

A25 Roadworks

Southern Gas Network (SGN) is preparing to carry out essential gas network upgrades in the A25 Main Road area from January 2024. Work will begin on A25 Main Road on 8 January 2024 and is planned to be completed in three phases. Full details have been made available on the Parish Council website and in a separate post on Facebook.

The Sundridge Amenities Committee meeting is on Monday 8 January 2024 at 7.15pm in Sundridge Village Hall.

Sevenoaks Local Plan

The Sevenoaks Local Plan is currently out for consultation. The consultation closes on Thursday 11 January 2024. Residents are encouraged to respond and you view the plan and respond by visiting www.sevenoaks.gov.uk/plan2040. The plan can also be viewed at local libraries and at the Sevenoaks District Office (Argyle Rd, Sevenoaks TN13 1HG).

All residents are warmly invited to attend Parish Council meetings and we look forward to welcoming you to our meetings in 2024.

The next meeting of the Full Council is on Monday 29 January 2024 at 7.45pm in Sundridge Village Hall.

Clerk: Amanda Barlow, Sundridge Village Hall, 203-209 Main Road, Sundridge, Kent TN14
Tel: 07495 962372, E-mail: clerk@sundridgewithidehill-pc.gov.uk www.sundridgewithidehill.gov.uk

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

7.1 Covers Farm

Meeting at Westerham Town Council Offices - Tuesday 5th March, 5 - 7pm. Cllr Evans and Mr Jones attending on behalf of Sundridge.

7.2 Highways

No update. Still awaiting data from Nigel Rowe.

7.3 Streetlighting

Schedule

Correspondence Address		Job Details		
Mr. Ken Bonner Streetlights Watmough House The Parade, Wrotham Road Meopham GRAVESEND Kent DA13 0JL		Quotation Number 3700026071		
		Quotation Expiry Date 14 May 2024		
		Highway Service Co-ordinator Denise Miller		
Site Address :		Main Road / SEVENOAKS TN14 6EQ		
Unit Description	Qty	Unit Price	Total Price	
Same day disconnection and reconnection of an existing unmetered electricity supply to a different position. This includes the: - Excavation of a hole to expose the single phase service cable in a typical footway surface; for example paving slabs (The size of the hole will allow our engineers to safely work on the cable) - Electrical works within the hole to disconnect the existing service cable with reconnection later on the same day - Installation of the main fuse in the new position - Electrical safety testing of UK Power Networks' equipment - Removal of UK Power Networks' redundant equipment - Reinstatement of the hole and relaying of the surface material; for example paving slabs Excludes non-standard Distribution Networks as defined in Terms & Conditions.	1	£1,141.00	£1,141.00	
Cost of noticing per asset for the time on site for UK Power Networks and its sub-contractors. This charge accounts for the management of the noticing of each asset even if multiple assets are requested under the same notice	1	£76.00	£76.00	
2 way traffic lights for the duration of works. This includes the: - Design of traffic and pedestrian management requirements - Delivery and set-up of the traffic lights - Advance warning signage - Additional cones/signage - Maintenance checks on traffic lights throughout the course of the works - Dismantle and remove the traffic lights and all associated signage and cones	1	£1,040.00	£1,040.00	

Sundridge with Ide Hill Parish Council

This does not include any Local Authority charges			
Footway closure (without diversion) for the duration of works. This includes the: - Set-up and maintenance of footway closure signage	1	£52.00	£52.00
This does not include any Local Authority Charges.			
Placement of traffic cones at the kerb side to stop vehicles parking in the area in the area of works. These cones are used where there are no parking bays that can be suspended via the Local Authority and will be set-up prior to the works starting on site	1	£104.00	£104.00
Notification of works on the highway to neighbouring residents.	1	£104.00	£104.00
Additional costs as a result of the requirement to dig, joint and reinstate on the same day. Includes reinstatement of requested to be completed on the same day as the excavation works. Often this is at the request of the Local Authority to minimise disruption to pedestrians and traffic in the local area; for example near a school; and can be a condition of the permit to excavate in the public land	1	£583.00	£583.00
Total Excluding VAT			£3,100.00
VAT @ 20%			£620.00
Total (including VAT)			£3,720.00
Completion date			12 August 2024

Clerk has signed and returned form. The PC now needs to make payment of £3,720.00

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 Item 9.6

9. Finance & Personnel items for decision and noting

9.1 Items, Received Paid and Payable

Items received 11 December to 28 January 2024

29 January 2024 (2023-2024)

Sundridge with Ide Hill Parish Council
RECEIPTS LIST

Voucher	Code	Date	Description	Supplier	VAT Type	Net	VAT	Total
61	Income Nayax	14/12/2023	Toilet Door Income	Nayax Europe UAB	X	162.92		162.92
58	Income Wood	15/12/2023	Dance hall hire	Mr & Mrs Wood	X	24.00		24.00
62	Income Ide Hill Football Club	18/12/2023	Ide Hill Football Club Leas	Ide Hill & Sundridge Football Club	X	3,000.00		3,000.00
63	Income Boogie Bounce	22/12/2023	Boogie Bounce Hall Hire	Boogie Bounce	X	540.00		540.00
59	Income Wood	22/12/2023	Dance hall hire	Mr & Mrs Wood	X	24.00		24.00
64	Income Dance School	28/12/2023	Dance hall hire	Judith Essex School of Dance	X	1,126.56		1,126.56
60	Income Wood	29/12/2023	Dance hall hire	Mr & Mrs Wood	X	24.00		24.00
67	HMRC	15/01/2024	VAT refund	HMRC	X	4,939.57		4,939.57
66	Income Nayax	15/01/2024	Toilet Door Income	Nayax Europe UAB	X	127.63		127.63
Total						9,968.68		9,968.68

Items to be paid @ 29 January 2024

29 January 2024 (2023-2024)

Sundridge with Ide Hill Parish Council
PAYMENTS LIST

Voucher	Code	Date	Description	Supplier	VAT Type	Net	VAT	Total
263	Energy Costs	07/02/2024	Electricity Sundridge Pavili	EDF Energy	L	126.32	6.32	132.64
264	Electricity and Gas	07/02/2024	Gas Village Hall	British Gas	L	1,008.38	50.42	1,058.80
265	Electricity and Gas	07/02/2024	Electricity Sundridge Villag	British Gas	L	241.41	12.07	253.48
266	Legal Costs	07/02/2024	Social Club Legal Work	Clarkson Wright & Jakes	S	600.00	120.00	720.00
267	ROSPA Inspection (Playgrounds)	07/02/2024	Play Inspection Report 22-	Play Inspection Company	S	255.00	51.00	306.00
268	Professional Services	07/02/2024	Aztech Forest Managemer	Silva Woodland Management Limited	S	200.00	40.00	240.00
269	Stubbs Wood Volunteer Expenses	07/02/2024	Volunteer Expenses - fuel	Dominic Rossi	S	24.05	4.81	28.86
Total						2,455.16	284.62	2,739.78

Sundridge with Ide Hill Parish Council

Items paid 11 December to 29 January 2024

29 January 2024 (2023-2024)

Sundridge with Ide Hill Parish Council PAYMENTS LIST

Code	Date	Description	Supplier	VAT Type	Net	VAT	Total
Parish Zoom account	11/12/2023	Zoom	A C Barlow	S	11.99	2.40	14.39
Parish WiFi (Clerk)	11/12/2023	WiFi	Mrs A C Barlow	X	10.00		10.00
Travel Expenses	11/12/2023	Mileage	Mrs A C Barlow	X	17.10		17.10
Software Adobe	11/12/2023	Adobe software	Mrs A C Barlow	S	10.95	2.19	13.14
Parish mobile telephone	11/12/2023	Mobile	Mrs A C Barlow	S	19.79	3.96	23.75
Energy Costs	11/12/2023	Electricity	EDF Energy	L	112.86	5.64	118.50
Conveniences energy costs	11/12/2023	Electricity	EDF Energy	L	49.40	2.47	51.87
Electricity and Gas	11/12/2023	Electricity	British Gas	L	115.48	5.77	121.25
Electricity and Gas	11/12/2023	Gas	British Gas	L	888.89	44.44	933.33
Repairs	11/12/2023	Streetlight repairs	Streetlights	S	274.25	54.85	329.10
Maintenance	11/12/2023	Toilet rolls	Cllr V Allgood	X	6.98		6.98
Professional Services	11/12/2023	Survey of Village Hall Bala	Sonnex Surveying Ltd	X	947.50		947.50
Telephone Box	11/12/2023	Paint for phone box	Cllr M Fribbens	X	47.97		47.97
Christmas festivities Ide Hill	11/12/2023	Christmas Carols Event su	Cllr M Fribbens	X	103.58		103.58
Music Licence	11/12/2023	Music Licence	PPL PRS	S	129.00	25.80	154.80
Stubbs Wood Volunteer Expenses	11/12/2023	Supplies for Stubbs Wood	Dominic Rossi	S	14.86	2.97	17.83
Christmas festivities Ide Hill	11/12/2023	Christmas tree supplies	Derry Wiltshire	X	84.66		84.66
Training	11/12/2023	Forestry training for Ian C	Esus Forestry Training	X	465.00		465.00
Telephone Box	11/12/2023	Paint for phone box	Peter Wade	X	22.79		22.79
Conveniences cleaning	20/12/2023	Cleaning	Val & Sander Reytenbacl	X	500.00		500.00
Cleaning	20/12/2023	Cleaning	Val & Sander Reytenbacl	X	180.00		180.00
WiFi	29/12/2023	WiFi Village Hall	Onecom Limited	S	49.99	10.00	59.99
Parish mobile telephone	10/01/2024	Mobile	Mrs A C Barlow	S	19.79	3.96	23.75
Parish WiFi (Clerk)	10/01/2024	WiFi	Mrs A C Barlow	X	10.00		10.00
Cleaning	10/01/2024	Cleaning	Val & Sander Reytenbacl	X	30.00		30.00
Parish Zoom account	10/01/2024	Zoom	A C Barlow	S	11.99	2.40	14.39
Dog Bins	10/01/2024	Dog bins Oct to Dec 23	Sevenoaks District Counc	S	504.40	100.88	605.28
Travel Expenses	10/01/2024	Mileage	Mrs A C Barlow	X	70.65		70.65
Supplies for meetings	10/01/2024	Coffee and Biscuits	Mrs A C Barlow	X	30.05		30.05
Software Adobe	10/01/2024	Adobe software	Mrs A C Barlow	S	10.95	2.19	13.14
Energy Costs	10/01/2024	Electricity	EDF Energy	L	112.15	5.61	117.76
Christmas festivities Sundridge	10/01/2024	Christmas lights	Cllr J Banbrook	S	94.96	18.99	113.95
Christmas festivities Sundridge	10/01/2024	Christmas tree supplies	Cllr J Banbrook	S	49.54	9.91	59.45
Repairs	10/01/2024	Streetlight repairs	Streetlights	S	192.25	38.45	230.70
Scribe Bookings	10/01/2024	Scribe Bookings Software	Scribe	S	597.00	119.40	716.40
Pavilion Maintenance	10/01/2024	Panic Bars on Door	Locum Locks	S	266.60	53.32	319.92
Stubbs Wood Volunteer Expenses	10/01/2024	Fuel and Oil for Stubbs W	Dominic Rossi	X	31.95		31.95
Ground maintenance	10/01/2024	Removal of trees	Woodland Plus Ltd	S	500.00	100.00	600.00
Energy Costs	10/01/2024	Streetlights electricity Oct	NPower	S	2,010.89	402.18	2,413.07
Christmas festivities Sundridge	10/01/2024	Christmas Carols Event su	Cllr V Allgood	X	142.75		142.75
Christmas Trees	10/01/2024	Christmas Trees	Jim Smart	X	390.00		390.00
Ground maintenance	10/01/2024	Hedge cutting	Paul Scott Farm Contract	S	100.00	20.00	120.00
Pest Control	10/01/2024	Pest Control Services	Rid of Moles	X	540.00		540.00
Stubbs Wood Volunteer Expenses	10/01/2024	Rope for Stubbs Wood	Robin Mills	S	100.00	20.00	120.00
Christmas festivities Sundridge	10/01/2024	Christmas Carols Event su	Fundridge	X	13.78		13.78
Professional Services	10/01/2024	Tree Survey	Quaife Woodlands	S	750.00	150.00	900.00
General costs	17/01/2024	Signage for Stubbs Wood	Cllr Russell Maybury	S	35.20	7.04	42.24
Payroll	18/01/2024	Payroll Oct 23 to March 24	DM Payroll Services Ltd	X	90.00		90.00
Cleaning	19/01/2024	Cleaning	Val & Sander Reytenbacl	X	210.00		210.00
Conveniences cleaning	19/01/2024	Cleaning	Val & Sander Reytenbacl	X	500.00		500.00

Sundridge with Ide Hill Parish Council

Sundridge with Ide Hill Parish Council

9.2 Budget 2023/24

24 January 2024 (2023-2024)

Summary of Receipts and Payments

All Cost Centres and Codes

Administration Costs

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	-/- Under/over spend
127 Bank Charges				100.00		100.00	100.00 (100%)
131 Defibrillators				100.00	1,606.00	-1,506.00	-1,506.00 (-1506%)
20 Email address hosting charge				262.48	486.00	-223.52	-223.52 (-85%)
10 Hire of Ide Hill Village Hall				50.00	64.75	-14.75	-14.75 (-29%)
129 Income from Shoreham Parish (175.00		-175.00				-175.00 (-100%)
7 Insurance Policy				2,250.00	2,539.11	-289.11	-289.11 (-12%)
9 Membership - KALC and SLCC				1,000.00	1,024.63	-24.63	-24.63 (-2%)
24 Miscellaneous Contingency				100.00		100.00	100.00 (100%)
21 Parish mobile telephone				228.00	197.11	30.89	30.89 (13%)
22 Parish WiFi (Clerk)				120.00	100.00	20.00	20.00 (16%)
23 Parish Zoom account				180.00	131.89	48.11	48.11 (26%)
16 Photocopier and photocopying				350.00	267.22	82.78	82.78 (23%)
14 Postage				50.00		50.00	50.00 (100%)
15 Printing				50.00		50.00	50.00 (100%)
139 Scribe Accounting Software				550.00	561.60	-11.60	-11.60 (-2%)
18 Software Adobe				132.00	112.60	19.40	19.40 (14%)
17 Stationery				100.00		100.00	100.00 (100%)
8 Supplies for meetings				200.00	225.33	-25.33	-25.33 (-12%)
13 Training				350.00	330.00	20.00	20.00 (5%)
4 Travel Expenses				1,575.00	497.25	1,077.75	1,077.75 (68%)
19 Website				262.48	548.76	-286.28	-286.28 (-109%)
SUB TOTAL	175.00		-175.00	8,009.96	8,692.25	-682.29	-857.29 (-10%)

Bowers Meadow

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	-/- Under/over spend
73 Ground maintenance				500.00		500.00	500.00 (100%)
72 Playground maintenance				1,000.00	733.00	267.00	267.00 (26%)
SUB TOTAL				1,500.00	733.00	767.00	767.00 (51%)

Coronation Garden

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	-/- Under/over spend
74 Coronation memorial							(N/A)
75 Ground maintenance				1,000.00		1,000.00	1,000.00 (100%)
SUB TOTAL				1,000.00		1,000.00	1,000.00 (100%)

Events and Celebrations

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	-/- Under/over spend
79 Annual Parish Meeting				350.00	227.57	122.43	122.43 (34%)
76 Christmas festivities Ide Hill				350.00	188.24	161.76	161.76 (46%)
77 Christmas festivities Sundridge				500.00	333.10	166.90	166.90 (33%)
135 Christmas Trees				315.00	390.00	-75.00	-75.00 (-23%)
80 Great British Spring Clean				100.00		100.00	100.00 (100%)
137 King's Coronation May 2023 - Ic				1,000.00	723.41	276.59	276.59 (27%)
138 King's Coronation May 2023 - S				1,000.00	1,167.29	-167.29	-167.29 (-16%)
82 Operation Menai Bridge				100.00		100.00	100.00 (100%)
78 Remembrance Sunday				75.00	70.00	5.00	5.00 (6%)
140 The Big Help OUT					152.08	-152.08	-152.08 (N/A)
SUB TOTAL				3,790.00	3,251.69	538.31	538.31 (14%)

Sundridge with Ide Hill Parish Council

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%)

Grants

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	-/- Under/over spend
85 Grass cutting Church				2,000.00	2,000.00		(0%)
84 Ide Hill Village Hall Trust				1,500.00		1,500.00	1,500.00 (100%)
86 Other grants				1,500.00		1,500.00	1,500.00 (100%)
SUB TOTAL				5,000.00	2,000.00	3,000.00	3,000.00 (60%)

Grounds Maintenance

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	-/- Under/over spend
43 Dog Bins				1,500.00	1,513.20	-13.20	-13.20 (-0%)
40 Grass cutting				10,000.00	7,783.83	2,216.17	2,216.17 (22%)
42 Hedges				500.00		500.00	500.00 (100%)
45 Miscellaneous Contingency				500.00		500.00	500.00 (100%)
148 Pest Control					540.00	-540.00	-540.00 (N/A)
41 Tree work				500.00		500.00	500.00 (100%)
SUB TOTAL				13,000.00	9,837.03	3,162.97	3,162.97 (24%)

Highways

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	-/- Under/over spend
36 Bus Shelters				500.00		500.00	500.00 (100%)
39 Miscellaneous Contingency					25.00	-25.00	-25.00 (N/A)
38 Notice boards				1,000.00		1,000.00	1,000.00 (100%)
37 Village signs				500.00		500.00	500.00 (100%)
SUB TOTAL				2,000.00	25.00	1,975.00	1,975.00 (98%)

Ide Hill Car Park and Public

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	-/- Under/over spend
64 Conveniences cleaning				6,000.00	5,000.00	1,000.00	1,000.00 (16%)
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 conve				200.00	240.00	-40.00	-40.00 (-20%)
122 Income Grant							(N/A)
123 Income Nayax	2,000.00	2,289.57	289.57				289.57 (14%)
71 Miscellaneous Contingency				100.00		100.00	100.00 (100%)
70 Sevenoaks District Council Rate				350.00		350.00	350.00 (100%)
SUB TOTAL	2,000.00	2,289.57	289.57	9,280.00	6,716.66	2,563.34	2,852.91 (25%)

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)

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%)

Sundridge with Ide Hill Parish Council

Income		Receipts			Payments			Net Position
Code Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
134 Bank Transfer							(NA)	
90 Grants							(NA)	
103 HMRC	5,000.00	18,797.59	13,797.59				13,797.59 (275%)	
89 Precept	69,000.00	69,490.00	490.00				490.00 (0%)	
133 SDC CIL							(NA)	
91 Sevenoaks District Council CIL							(NA)	
SUB TOTAL	74,000.00	88,287.59	14,287.59				14,287.59 (19%)	

Members Expenses		Receipts			Payments			Net Position
Code Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
6 Election Expenses				3,000.00		3,000.00	3,000.00 (100%)	
5 Members Expenses				1,000.00	57.40	942.60	942.60 (94%)	
SUB TOTAL				4,000.00	57.40	3,942.60	3,942.60 (98%)	

Professional Services		Receipts			Payments			Net Position
Code Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
29 External Auditor				350.00	420.00	-70.00	-70.00 (-20%)	
28 Internal Auditor				650.00	465.00	185.00	185.00 (28%)	
126 KCC Professional Services							(NA)	
25 Legal Costs				2,500.00		2,500.00	2,500.00 (100%)	
27 Payroll				225.00	180.00	45.00	45.00 (20%)	
46 ROSPA Inspection (Playground)				315.00		315.00	315.00 (100%)	
SUB TOTAL				4,040.00	1,065.00	2,975.00	2,975.00 (73%)	

Streetlighting		Receipts			Payments			Net Position
Code Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
31 Energy Costs				5,250.00	5,327.12	-77.12	-77.12 (-1%)	
30 Maintenance Contract				2,500.00	2,421.44	78.56	78.56 (3%)	
32 Repairs				1,000.00	749.25	250.75	250.75 (25%)	
SUB TOTAL				8,750.00	8,497.81	252.19	252.19 (2%)	

Stubbs Wood		Receipts			Payments			Net Position
Code Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
143 Coppicing/Widening of Rides					6,250.00	-6,250.00	-6,250.00 (NA)	
33 General costs				3,000.00	886.00	2,114.00	2,114.00 (70%)	
120 Income Cycling Clubs	200.00	200.00					(0%)	
128 Income General		400.00	400.00				400.00 (NA)	
119 Income RPA		3,700.00	3,700.00				3,700.00 (NA)	
34 Professional Services					2,050.00	-2,050.00	-2,050.00 (NA)	
146 Stubbs Wood Volunteer Expen:					376.90	-376.90	-376.90 (NA)	
145 Training					465.00	-465.00	-465.00 (NA)	
35 Tree Survey							(NA)	
SUB TOTAL	200.00	4,300.00	4,100.00	3,000.00	10,027.90	-7,027.90	-2,927.90 (-91%)	

Sundridge & Brasted Socia		Receipts			Payments			Net Position
Code Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
153 Legal Costs							(NA)	
125 Maintenance				500.00		500.00	500.00 (100%)	
SUB TOTAL				500.00		500.00	500.00 (100%)	

Sundridge Recreation Gro		Receipts			Payments			Net Position
Code Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
59 Adult exercise equipment				50.00		50.00	50.00 (100%)	
56 Cleaning				250.00		250.00	250.00 (100%)	
60 Energy Costs				5,000.00	3,118.73	1,881.27	1,881.27 (37%)	
58 Ground Maintenance				500.00		500.00	500.00 (100%)	
115 Income Casual							(NA)	
117 Income Ide Hill Football Club	3,000.00	3,143.00	143.00				143.00 (4%)	
116 Income Radnor House	10,000.00	7,500.00	-2,500.00				-2,500.00 (-25%)	
124 Income Sundridge AllStars	600.00	400.00	-200.00				-200.00 (-33%)	
62 Miscellaneous Contingency				500.00	40.00	460.00	460.00 (92%)	
57 Pavilion Maintenance				1,500.00	561.60	938.40	938.40 (62%)	
130 Professional Services							(NA)	
142 Sundridge Pavilion Renovations					6,630.00	-6,630.00	-6,630.00 (NA)	
61 Water				315.00		315.00	315.00 (100%)	
SUB TOTAL	13,600.00	11,043.00	-2,557.00	8,115.00	10,350.33	-2,235.33	-4,792.33 (-22%)	

Sundridge with Ide Hill Parish Council

Sundridge Village Hall

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
132 Car Park				200.00	150.00	50.00	50.00 ▲ (25%)
47 Cleaning				2,400.00	2,130.00	270.00	270.00 ▲ (11%)
49 Electricity and Gas				5,000.00	7,059.87	-2,059.87	-2,059.87 (-41%)
111 Income Boogie Bounce	1,500.00	540.00	-960.00				-960.00 (-64%)
114 Income Casual	1,250.00	697.50	-552.50				-552.50 (-44%)
110 Income Dance School	4,000.00	3,283.43	-716.57				-716.57 (-17%)
113 Income Pilates	1,500.00	624.00	-876.00				-876.00 (-58%)
112 Income Wood	1,250.00	792.00	-458.00				-458.00 (-36%)
48 Maintenance				500.00	6.98	493.02	493.02 ▲ (98%)
54 Music Licence				150.00	245.00	-95.00	-95.00 (-63%)
144 Professional Services					1,895.00	-1,895.00	-1,895.00 (N/A)
141 Renovations					753.33	-753.33	-753.33 (N/A)
53 Return of hire deposit					175.00	-175.00	-175.00 (N/A)
149 Scribe Bookings					597.00	-597.00	-597.00 (N/A)
50 Water				500.00	584.03	-84.03	-84.03 (-16%)
52 WiFi				500.00	816.70	-316.70	-316.70 (-63%)
SUB TOTAL	9,500.00	5,936.93	-3,563.07	9,250.00	14,412.91	-5,162.91	-8,725.98 (-46%)

Summary

NET TOTAL	99,475.00	111,857.09	12,382.09	105,384.96	103,032.57	2,352.39	14,734.48 ▲ (7%)
V.A.T.					9,674.01		
GROSS TOTAL		111,857.09			112,706.58		

Sundridge with Ide Hill Parish Council

24 January 2024 (2024-2025)

Summary of Receipts and Payments

All Cost Centres and Codes

Administration Costs

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	:- Under/over spend
127 Bank Charges				100.00		100.00	100.00 (100%)
131 Defibrillators				500.00		500.00	500.00 (100%)
20 Email address hosting charge				300.00		300.00	300.00 (100%)
10 Hire of Ide Hill Village Hall				100.00		100.00	100.00 (100%)
129 Income from Shoreham Parish (350.00		-350.00				-350.00 (-100%)
7 Insurance Policy				2,500.00		2,500.00	2,500.00 (100%)
24 Miscellaneous Contingency				100.00		100.00	100.00 (100%)
21 Parish mobile telephone				280.00		280.00	280.00 (100%)
22 Parish WiFi (Clerk)				120.00		120.00	120.00 (100%)
23 Parish Zoom account				180.00		180.00	180.00 (100%)
16 Photocopier and photocopying				500.00		500.00	500.00 (100%)
14 Postage				50.00		50.00	50.00 (100%)
15 Printing				50.00		50.00	50.00 (100%)
139 Scribe Accounting Software				600.00		600.00	600.00 (100%)
18 Software Adobe				150.00		150.00	150.00 (100%)
17 Stationery				100.00		100.00	100.00 (100%)
9 Subscriptions				1,200.00		1,200.00	1,200.00 (100%)
8 Supplies for meetings				250.00		250.00	250.00 (100%)
13 Training				500.00		500.00	500.00 (100%)
4 Travel Expenses				1,500.00		1,500.00	1,500.00 (100%)
19 Website Maintenance				300.00		300.00	300.00 (100%)
SUB TOTAL	350.00		-350.00	9,380.00		9,380.00	9,030.00 (92%)

Sundridge with Ide Hill Parish Council

General - Events and Celeb

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
79 Annual Parish Meeting - Ide Hill				350.00		350.00	350.00 (100%)
148 Annual Parish Meeting - Sundridge				350.00		350.00	350.00 (100%)
76 Christmas festivities Ide Hill				350.00		350.00	350.00 (100%)
77 Christmas festivities Sundridge				500.00		500.00	500.00 (100%)
135 Christmas Trees				350.00		350.00	350.00 (100%)
80 Great British Spring Clean				100.00		100.00	100.00 (100%)
82 Operation Menai Bridge				100.00		100.00	100.00 (100%)
78 Remembrance Sunday				100.00		100.00	100.00 (100%)
137 Summer Event - Ide Hill				500.00		500.00	500.00 (100%)
138 Summer Event - Sundridge				500.00		500.00	500.00 (100%)
SUB TOTAL				3,200.00		3,200.00	3,200.00 (100%)

General - Income

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
134 Bank Transfer							(N/A)
90 Grants							(N/A)
103 HMRC	9,000.00		-9,000.00				-9,000.00 (-100%)
89 Precept	75,000.00		-75,000.00				-75,000.00 (-100%)
133 SDC CIL							(N/A)
91 Sevenoaks District Council CIL							(N/A)
SUB TOTAL	84,000.00		-84,000.00				-84,000.00 (-100%)

General - Members Exps

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
6 Election Expenses							(N/A)
5 Members Expenses				100.00		100.00	100.00 (100%)
SUB TOTAL				100.00		100.00	100.00 (100%)

General - Professional Ser

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
29 External Auditor				500.00		500.00	500.00 (100%)
28 Internal Auditor				500.00		500.00	500.00 (100%)
25 Legal Costs				2,500.00		2,500.00	2,500.00 (100%)
27 Payroll				250.00		250.00	250.00 (100%)
46 ROSPA Inspection (Playground)				350.00		350.00	350.00 (100%)
SUB TOTAL				4,100.00		4,100.00	4,100.00 (100%)

General - Streetlighting

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
31 Energy Costs				5,500.00		5,500.00	5,500.00 (100%)
30 Maintenance Contract				2,700.00		2,700.00	2,700.00 (100%)
32 Repairs				1,000.00		1,000.00	1,000.00 (100%)
SUB TOTAL				9,200.00		9,200.00	9,200.00 (100%)

Sundridge with Ide Hill Parish Council

Grants

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
85 Grass cutting Church				2,000.00		2,000.00	2,000.00 (100%)
84 Ide Hill Village Hall Trust				1,500.00		1,500.00	1,500.00 (100%)
86 Other grants				1,500.00		1,500.00	1,500.00 (100%)
SUB TOTAL				5,000.00		5,000.00	5,000.00 (100%)

Grounds Maintenance

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
43 Dog Bins				1,500.00		1,500.00	1,500.00 (100%)
40 Grass cutting				10,000.00		10,000.00	10,000.00 (100%)
42 Hedges				500.00		500.00	500.00 (100%)
45 Miscellaneous Contingency				500.00		500.00	500.00 (100%)
143 Pest Control				500.00		500.00	500.00 (100%)
41 Tree work				500.00		500.00	500.00 (100%)
SUB TOTAL				13,500.00		13,500.00	13,500.00 (100%)

Highways

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
36 Bus Shelters				500.00		500.00	500.00 (100%)
39 Miscellaneous Contingency							(N/A)
38 Notice boards				1,000.00		1,000.00	1,000.00 (100%)
37 Village signs				500.00		500.00	500.00 (100%)
SUB TOTAL				2,000.00		2,000.00	2,000.00 (100%)

Sundridge with Ide Hill Parish Council

Ide Hill - Goathurst Commo

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%)

Ide Hill - Stubbs Wood

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
33 General Costs				2,000.00		2,000.00	2,000.00 (100%)
120 Income Cycling Clubs	200.00		-200.00				-200.00 (-100%)
128 Income General							(N/A)
119 Income RPA	3,700.00		-3,700.00				-3,700.00 (-100%)
34 Professional Services				2,000.00		2,000.00	2,000.00 (100%)
144 Training				500.00		500.00	500.00 (100%)
35 Tree Survey				500.00		500.00	500.00 (100%)
145 Volunteer Expenses				500.00		500.00	500.00 (100%)
SUB TOTAL	3,900.00		-3,900.00	5,500.00		5,500.00	1,600.00 (17%)

Ide Hill Car Park and Public

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
64 Conveniences cleaning				6,000.00		6,000.00	6,000.00 (100%)
66 Conveniences door pay system							(N/A)
68 Conveniences energy costs				650.00		650.00	650.00 (100%)
65 Conveniences Maintenance				250.00		250.00	250.00 (100%)
67 Conveniences supplies				500.00		500.00	500.00 (100%)
69 Conveniences water				1,000.00		1,000.00	1,000.00 (100%)
63 Ide Hill car park (at public conve				200.00		200.00	200.00 (100%)
122 Income Grant							(N/A)
123 Income Nayax	3,000.00		-3,000.00				-3,000.00 (-100%)
71 Miscellaneous Contingency				100.00		100.00	100.00 (100%)
70 Sevenoaks District Council Rate				350.00		350.00	350.00 (100%)
SUB TOTAL	3,000.00		-3,000.00	9,050.00		9,050.00	6,050.00 (50%)

Ide Hill Recreation Ground

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
87 Ground maintenance				250.00		250.00	250.00 (100%)
146 Hedge Cutting				250.00		250.00	250.00 (100%)
88 Playground maintenance				250.00		250.00	250.00 (100%)
SUB TOTAL				750.00		750.00	750.00 (100%)

Sundridge with Ide Hill Parish Council

Sundridge - Bowers Mead

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
73 Ground maintenance				500.00		500.00	500.00 (100%)
72 Playground maintenance				1,000.00		1,000.00	1,000.00 (100%)
SUB TOTAL				1,500.00		1,500.00	1,500.00 (100%)

Sundridge - Coronation Ga

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
74 Coronation memorial							(N/A)
75 Ground maintenance				1,000.00		1,000.00	1,000.00 (100%)
SUB TOTAL				1,000.00		1,000.00	1,000.00 (100%)

Sundridge & Brasted Socia

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
147 Legal Costs				200.00		200.00	200.00 (100%)
125 Maintenance				500.00		500.00	500.00 (100%)
SUB TOTAL				700.00		700.00	700.00 (100%)

Sundridge Recreation Gro

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
59 Adult exercise equipment				50.00		50.00	50.00 (100%)
56 Cleaning				250.00		250.00	250.00 (100%)
60 Energy Costs				5,200.00		5,200.00	5,200.00 (100%)
58 Ground Maintenance				500.00		500.00	500.00 (100%)
115 Income Casual							(N/A)
117 Income Ide Hill Football Club	3,000.00		-3,000.00				-3,000.00 (-100%)
116 Income Radnor House	10,000.00		-10,000.00				-10,000.00 (-100%)
124 Income Sundridge AllStars	600.00		-600.00				-600.00 (-100%)
62 Miscellaneous Contingency				500.00		500.00	500.00 (100%)
57 Pavilion Maintenance				1,500.00		1,500.00	1,500.00 (100%)
130 Professional Services							(N/A)
142 Sundridge Pavilion Renovations				2,000.00		2,000.00	2,000.00 (100%)
61 Water				250.00		250.00	250.00 (100%)
SUB TOTAL	13,600.00		-13,600.00	10,250.00		10,250.00	-3,350.00 (-14%)

Sundridge Village Hall

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
132 Car Park				200.00		200.00	200.00 (100%)
47 Cleaning				2,520.00		2,520.00	2,520.00 (100%)
49 Electricity and Gas				5,000.00		5,000.00	5,000.00 (100%)
111 Income Boogie Bounce	1,500.00		-1,500.00				-1,500.00 (-100%)
114 Income Casual	1,500.00		-1,500.00				-1,500.00 (-100%)
110 Income Dance School	4,200.00		-4,200.00				-4,200.00 (-100%)
113 Income Pilates	1,500.00		-1,500.00				-1,500.00 (-100%)
48 Maintenance				500.00		500.00	500.00 (100%)
54 Music Licence				160.00		160.00	160.00 (100%)
141 Renovations				1,340.00		1,340.00	1,340.00 (100%)
50 Water				550.00		550.00	550.00 (100%)
52 WiFi				550.00		550.00	550.00 (100%)
SUB TOTAL	8,700.00		-8,700.00	10,820.00		10,820.00	2,120.00 (10%)

Summary

NET TOTAL	113,550.00		-113,550.00	113,550.00		113,550.00	0% (0%)
V.A.T.							

9.4 Precept 204/24

Precept Calculations

2023/24

Tax base is 944.90

Precept £69,490

$$£69,490/944.90 = £73.54$$

2024/25

Tax base is 939.23

Precept £75,000

$$£75,000/939.23 = £79.85$$

Sundridge with Ide Hill Parish Council

9.5 Draft minutes of the Finance & Personnel Committee Meeting on Monday 22 January 2024

9.6 Freedom of Information Request/Complaint (Confidential item)

10. Committee Structure

To agree, if appropriate, membership of the Committees

Chair: Cllr John Evans

Vice Chair: Cllr Martyn Fribbens

Committee Membership

Amenities Sundridge	Cllr Vikki Allgood (Chair) Cllr Zoe Collins Cllr Melvin De Bono Cllr Martyn Fribbens Mr Trevor Jones Cllr Ann Powell	Sundridge and Brasted Social Club Working Party	Cllr John Banbrook Cllr Melvin De Bono Cllr Ann Powell
Amenities Ide Hill	Cllr Vikki Allgood Cllr John Evans Cllr Martyn Fribbens (Chair) Cllr Russell Maybury Cllr David Miller	Sunridge Recreation Ground Working Party	Cllr Russell Maybury Cllr Vikki Allgood Representatives of Ide Hill Football Club Radnor House Sundridge Allstars
Finance	Cllr Vikki Allgood Cllr John Banbrook Cllr John Evans Cllr Russell Maybury (Chair) Cllr Martyn Fribbens Cllr Ann Powell	Stubbs Wood Advisory Group	Cllr Martyn Fribbens Cllr Russell Maybury Cllr David Miller Residents
Personnel	Cllr Vikki Allgood Cllr John Evans Cllr Martyn Fribbens Cllr Russell Maybury (Chair)	Communications Working Party	Cllr Vikki Allgood Cllr Martyn Fribbens
Planning	Cllr Vikki Allgood Cllr John Evans Cllr Russell Maybury Cllr David Miller Cllr Ann Powell (Chair) Any Member of the Parish Council.	Bowers Meadow Working Party	Cllr Vikki Allgood (Chair) Cllr Zoe Collins Residents
Streetlighting	Cllr John Banbrook	Goathurst Common Working Party	Cllr Martyn Fribbens (Chair) Residents

11. Ide Hill

To discuss and agree next actions with regard to:

11.1 Stubbs Wood

Volunteer Policy

Subject: Generic Volunteer policy

Dear Martyn,

I promised to write to you about my request to amend the generic volunteering policy.

As I said, I do not like the second sentence in the second paragraph of the volunteer policy. I attach a copy with this sentence highlighted in pink. As you will see, the wording provides that only volunteer work which has been 'authorised' by the PC will be covered by the PC's insurance.

Having given quite a lot of thought to this, I am unclear why it is necessary or appropriate to link this to insurance. I say this because we know, or are told, that the PC has insurance to cover volunteers. Unless that insurance has provisions that provide that the cover is conditional on certain conditions being complied with, such as it being a requirement that work must be 'authorised', or that the volunteers must be 'approved' or 'qualified' etc, etc, then presumably volunteers are in fact covered if they are volunteering, without any such conditions applying. I am not saying that it is unnecessary for the PC to impose conditions on the volunteers, merely that if the insurers do not limit the cover in this way, it is inappropriate, and indeed I think, foolish for the PC to purport to do so. I don't know why any insured who pays for cover, would seek to limit the liability of the insurers, if the insurers do not. So I would be interested to know if this comes from the insurers, or just from a desire by the PC to control what the volunteers do. If the latter, it is surely not appropriate to purport to limit the scope of the cover, even if you impose restrictions on behaviour. And, of course, you do. See the Stubbs Wood specific Annex.

I would add that I am uncertain whether it is actually legally possible for the insured, in dealing with others who rely on that insurance, to alter the conditions which apply to that insurance. By way of example, my car is insured for anyone to drive with my permission. I am entitled, if I lend it to you, to state that you should only drive it on 'A' roads. That would be an arrangement between you and me. However, that would not mean that the car was uninsured if you broke that condition and drove on a 'B' road. So to follow the analogy, if the PC invents conditions governing whether insurance applies or not, those conditions would not, I suspect, be effective. I would certainly hope that, in my motoring example, if you broke the condition and drove my car on a 'B' road and crashed it, that insurance would cover the damage, and not be refused because I had imposed a condition on your behaviour.

To apply that analogy to the current position, if there was a large claim by a grieving widow, I would hope that there would be no question of the insurance being refused, even if the work being carried out was in breach of the PC volunteer policy, provided that it was not in breach of any of the terms of the insurance policy.

So it seems to me that the first step should be to find out if the insurers have imposed any conditions on the volunteers' insurance or not. If the insurers have made no such preconditions, then delete the highlighted sentence so that the link with insurance is removed – and if you do, also reconsider the terms of para 6 of the Policy. By all means, impose restrictions on volunteers, but do not attempt to limit the cover for which you are paying.

Assuming for one moment that there are preconditions imposed by insurers requiring authorisation of work and qualification of volunteers, then, going back to the PC meeting when the Stubbs Wood Annex was approved, the additional wording added by the PC to the top of the Annex was intended to cover off the position. The words added were 'The volunteers are insured to carry out any work that they are qualified to do and is included in the Management Plan.' I am concerned that insurers could still argue that for insurance cover to apply, there are two requirements. Firstly, the volunteer must be 'qualified' (to comply with the words in the Annex) and secondly, the work must be specifically authorised (to comply with the generic policy). When at our meeting on Monday the subject of 'authorisation' was raised, Russell said that in his view, it was important for work to be authorised, because, for example, he would not want volunteers to tackle trees by the side of Gracious Lane. I fully understand why he says this, and would not argue with him over that. However, this has reinforced my concern that 'authorisation' is still a live issue separate from 'qualification' and is actually required. It follows that 'qualification' and 'inclusion in the Management Plan' may not be enough without authorisation.

Sundridge with Ide Hill Parish Council

So what to do about this if there are preconditions? I would suggest that you frame the policy to deal with those conditions ~~and if , but without reference to insurance. If~~ those conditions are for prior authorisation of work and qualification of volunteers, then either:-

- a. arrange for the PC formally to authorise all work by volunteers, except tree work within, say, 30 metres of Gracious Lane; or
- b. arrange for the PC to agree to accept that the Leader of the Volunteers is of sufficient standing and ability that he is given delegated authority on behalf of the PC to authorise work. And hence that any work carried out by the volunteers under his leadership is automatically authorised; or
- c. the PC having checked out the volunteers and approved them individually, accept that all work carried out by the volunteers in Stubbs Wood is automatically authorised. In other works, you are authorising the volunteer, not the work.
- d. Check with insurers that the arrangements entered into have their approval.

Any one of those solutions will obviously need to be recorded in writing.

Finally, I am less concerned, but nonetheless unhappy with the first sentence of para 2 of the generic policy (highlighted in yellow). I don't know what 'must have due regard' actually means – it certainly does not seem to mean 'must comply with'. However, I would much prefer that there should be no possible implication that volunteers should have any responsibility to know, let alone understand, the provisions of the H&S legislation. I would suggest that that sentence is left out and it should be enough to rely on the following sentence.

Finally, I am sure you understand that I am not able to advise anyone on the legal aspects of any of this other than myself. I am no longer a practicing lawyer and if the PC feels it needs advice, it must ask someone qualified to give that advice, because I am not.

It you would like, or it would help, to discuss any of this, please do let me know.

Kind regards,

Richard

> Richard Don,

Volunteer Policy

This policy sets out the principles for voluntary involvement in activities authorised by Sundridge with Ide Hill Parish Council.

This policy applies to volunteers working on behalf of the Parish Council, not persons employed by the Parish Council. Only volunteer work that has been authorised by the Parish Council will be covered by the Parish Council's insurance.

1. The Parish Council must be satisfied that volunteers are adequately trained or experienced to be able to carry out the role required. To that end, volunteers will need to provide evidence of competency or qualifications to undertake those tasks requiring specific skills, driving or equipment such as chainsaws, etc. Where necessary they will be trained in accordance with paragraph 3 hereof. The exact nature of the training and evidence of competency will depend on the role and the findings from the required risk assessment, as requirements will vary according to:
 - The job or activity
 - The existing competency of volunteers
 - The circumstances of the work (e.g. the degree of supervision)
 - The tools and/or equipment being used
2. All works undertaken by volunteers shall have regard to the Health & Safety at Work Act. Volunteers should abide by any rules, guidelines or advice that is given by any relevant authority, such as a Local Authority, or the Health and Safety Executive and notified to the Volunteers by the Parish Council or by such authority. Volunteers should comply with any medical restrictions imposed by a medical professional or detailed on any medication.
3. The Parish Council will provide training where it thinks necessary. The Parish Council will keep written records of volunteer training. For example, manual handling training, or for use of tools and machinery.
4. A risk assessment will be undertaken in order to identify any risks that might be faced and how they will be managed. The training standard must be sufficient to ensure the health and safety of volunteers and any people who might be affected by the work. The Parish Council should keep written risk assessments for the key activities
5. All volunteers must have due regard to the fact that they are carrying out authorised work on behalf of Sundridge with Ide Hill Parish Council and as such are representing the Council, both in quality of work and any interaction with the public.
6. All volunteers are covered under the Parish Council's insurance policy when undertaking work on behalf of the Parish Council. Any person who undertakes work on Parish Council property without the permission of the Parish Council is not covered under this policy and the Parish Council cannot be held responsible for any consequences of such action.
7. A copy of this policy and risk assessments must be given to all volunteers.

11.2 Draft minutes of the Ide Hill Amenities Committee meeting on 15 January 2024

***Ide Hill Amenities Committee
Minutes of a meeting held at Ide Hill Village Hall
on Monday 15 January 2024 at 5.00pm***

Present: Cllrs Evans, Fribbens (Chair) and Maybury
In attendance: 7 members of the public, Mrs A Barlow (Clerk)
Apologies: Cllr Miller

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. **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.*

- *Pot holes – the signs have disappeared but the work has not been done. The Clerk will ask the Highways Steward as to why these have not been done. A resident advised that it is due to the fact that people have disobeyed the “no parking signs” so they were unable to do the work.*
- *Defibrillator – The Clerk confirmed that the defibrillators were registered and residents asked if the passcode could be removed.*
- *Resurfacing work – it was noted there might be an increase in traffic and speeding. The Clerk agreed to ask Highways about any options for measuring the speed.*
- *Residents asked about a CCTV camera on the public toilets as a deterrent to people gathering toilets.*

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 11 October 2023 and matters arising not covered under Agenda Items.

Members resolved to agree the minutes of 11 October 2023.

6. *Stubbs Wood*

6.1 Aztech Contract

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

Members resolved that Aztech should complete the additional coppicing work so there is a clear viewpoint to Bough Beech once written approval has been received. Aztech will carry out the work free of charge in exchange for the wood.

Members discussed that if Aztech cannot finish the work on the Eastern side unless they are confident it can be finished by the nesting season.

Sundridge with Ide Hill Parish Council

6.2 Application for a new CSA from 2025

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

Members resolved to appoint Silva Woodland Management to start the Rural Payments Agency grant for the next five years.

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

Members resolved that a working group should be set up.

6.3 Tree Survey

6.3.1 To note the tree survey and agree next actions

Members noted that the tree survey had been completed. Members resolved that Silva Woodland Management should be appointed to see if the volunteers can carry out any work and get a quote for the work that would need to be carried out by the contractors.

6.4 Volunteers

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

Members resolved that Volunteer Forms would be signed by one Member of the Ide Hill Amenities Committee and the Clerk.

6.34.2 Expenses Policy for Volunteers

Cllr Fribbens confirmed that all purchases are requested other than fuel should go through the Clerk.

Members resolved to agree the purchases as presented other than the High Viz jackets which John Evans kindly offered to provide.

6.5 Signage

- a. *Members agreed that Aztech should be responsible for all the safety signs.*
- b. *The Clerk confirmed that the information signs are all printed and ready to be put up.*
- c. *Members agreed that the Clerk should contact KCC Footpaths to replace the signs after 1 April 2024.*

6.6 Stubbs Wood Account

Members noted that at 1 December 2023 the Stubbs Wood ring fenced account stood at £2,397.79.

Sundridge with Ide Hill Parish Council

6.7 Stubbs Wood Update (for information only)

Members noted the information as follows:

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

Cllr Fribbens advised that there has been a further incident of vandalism.

Members agreed that the Parish Council should look at a CCTV system.

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

Members confirmed that the entrance to the public conveniences should increase to £1.00.

8. Clarke Telecom

8.1 To receive an update

There is no further update following the meeting on 28 November 2023.

9.1 Ide Hill Green

9.1 To discuss the kerbing around the Green

The Clerk advised that she is awaiting the cost of kerbing from Highways.

9.2 Telephone Kiosk

Members noted that it has now been repainted and Members gave their thanks to the residents who undertook the work.

10. Playgrounds

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

Members resolved that they had received the playground inspection reports for Goathurst Common and Ide Hill recreation grounds. There were no further issues.

10.2 Goathurst Common Playground Project

Sundridge with Ide Hill Parish Council

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

Members resolved to put a new bin if the existing has now been removed.

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.

Members agreed to the budget figures as presented and that they should be put forward to the Finance & Personnel Committee for inclusion in the 2024/25 budget.

13. Date of next meeting

To be confirmed.

12. Sundridge

To discuss and agree next actions with regard to:

12.1 Sundridge Recreation Ground

Renovation of pavilion – 3 quotes have been received. All at the same amount. Members to discuss appointing a contractor and the timing of the work.

Request by Ide Hill FC.

Good morning, I hope you are both well.

Our ladies team are doing really well this season and have managed to get through to a semi final. This is meant to be a home match but the pavilion at Sundridge has failed the inspection due to showers and lack of officials changing area (its too small for 3 officials).

Can we have permission for the match to be played at Ide Hill please where the changing facilities are up to standard ?

We are desperately trying to find a new venue for our ladies to move to but there's a shortage of suitable grounds available in the area.

Kind regards Clare Dance Ide Hill FC Club secretary

12.2 Sundridge and Brasted Social Club

Interim bill for £720 received (50%)

Update on lease

Clerk has been requested to provide the following documents:

Dear Amanda

Can you send me copies of the following for the moment:

Abstract of title of R.L.Mond to Sundridge & Brasted

Institute, 2.09.1925.

- **Conveyance of the Sundridge & Brasted Institute, R.L.Mond to Sir William Plender, 2.09.1925.**
- * **Conveyance of above to Parish Councils, Sundridge & Brasted, 25.07.1939. (*to hold as endowment....in connection with any recreation ground or grounds...*)**

Note re Social Club ownership 1992 and Copy conveyance Oct 1939

Kind regards

Laura Thompson

laura.thompson@cwj.co.uk

Senior Solicitor

Clarkson Wright & Jakes

29 January 2024 Full Council Meeting

Sundridge with Ide Hill Parish Council

- 12.3 *Draft minutes of the Sundridge Amenities Committee meeting on 8 January 2024*
Minutes of Sundridge Amenities Committee Meeting held on Monday 8 January 2024
at Sundridge Village Hall at 7.30pm

Present: *Councillors Allgood (Chair) Collins, De Bono and Evans*

Apologies: *Cllr Powell*

Attendance: *Amanda Barlow (Clerk)*

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

Apologies were received and accepted from Cllr Powell.

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

None.

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

None.

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*

Members resolved to discuss Agenda Item 6.1 and 7.2 in confidence.

5. *To agree the minutes of the meeting held on 23 October 2023 and matters arising not covered by agenda items.*

Members resolved to agree the minutes of the meeting 23 October 2023.

6. *Parish Assets*
To discuss and if appropriate, agree next actions

6.1 *Sundridge Village Hall*

Trevor Jones had kindly reviewed the survey carried out by Sonnex Engineering and a copy of his report is at Appendix A.

Hirers:

Members agreed that the rates should be increased as agreed from 1 April 2024.

6.2 *Bowsers Meadow*

The Clerk confirmed that the grant was successful and the Parish Council will receive £4,000.

The Playground Inspection Company had carried out their annual inspection and Members noted the reports. Here were some items that had been red flagged at Bowsers Meadow. Members agreed that the Clerk should appoint John Banbrook to carry out the work immediately.

Sundridge with Ide Hill Parish Council

6.3 Sundridge Recreation Ground

Members noted that the 3 quotes were all very similar and that at the Full Council meeting on 29 January 2024 Members should appoint a contractor to carry out the work during the Easter holidays.

6.4 Sundridge Burial Ground

Nothing to report.

7. Highways

7.1 To discuss Highways matters

Members agreed that the Clerk should speak to Nicky Biddle at KCC Footpaths.

7.2 Parking in Sundridge

Members agreed that Cllr Fribbens should respond to the resident.

8. Allocation of budget for Sundridge Assets

Members discussed the allocation of the budget for Sundridge Assets and the figures as presented were agreed to go forward to the Finance & Personnel Committee for recommendation to the Full Council.

9. Date of next meeting - to be confirmed.

Sundridge with Ide Hill Parish Council

Appendix A.

From: Trevor Jones

Sent: 09 January 2024 14:19

To: clerk@sundridgewithidehill-pc.gov.uk <clerk@sundridgewithidehill-pc.gov.uk>; john.evans <john.evans@sundridgewithidehill-pc.gov.uk>; Vikki Allgood <vikki.allgood@sundridgewithidehill-pc.gov.uk>; melvindebono@gmail.com

Subject: Last night's meeting

Hi, following up on last night's meeting, I thought that I would confirm my views.

Firstly, the survey gave little information than we were not already aware. The building has not been maintained well over the years and exhibits numerous defects which, when considered in total, produce a major capital liability.

It is really time to consider if and when total replacement would be possible, as the backlog costs, if all were to be addressed, would be very high and the resultant building would still be outdated and expensive to run.

In the short to medium term, until a decision is made about replacement, there are still matters that must be addressed.

Firstly the tiled roofs are aged and there are many slipped and/or broken tiles. Immediate large-scale replacement can be avoided by regular inspection and running repairs, to nurse the slopes along, but the extent will inevitably escalate as ageing continues. If this is not done leaks could cause major further deterioration.

The flat roof section is vulnerable so will need regular clearing of moss leaves etc and, as long as it remains watertight, might last until further decisions can be made.

Total overhaul and clearing of gutters and drains should be done asap, as unless operational and cleared will result in further problems. Regular, say at least quarterly, clearance of gutters and valleys and drains should be arranged.

Windows should remain serviceable provided any damaged fastenings do not affect security and weathertightness.

The electrical system should be subject to regular, at least quinquennial, safety inspections. As long as the system remains as installed and provided it has been properly extended, there should be no need to replace large parts, as current recommendations are not mandatory, but any safety issues should be addressed.

Ideally the consumer control unit should be replaced with a modern one containing earth leakage circuit breaker where appropriate and modern miniature circuit breakers. A domestic replacement would normally be around £400.00 +/- but this might be more depending on the complexity of the system.

The gas/heating /hot water system should be subject to annual 'Gas Safe' safety inspections.

The provision of smoke alarms and heart detector in the kitchen should be considered. Whilst the chance of a fire starting while the premises is occupied should be minimal, this is worth addressing.

In a modern building these would be hard wired into the main electrical system, but in the short term, battery powered, interlinked alarms that talk to each other might be acceptable: these if powered by 10-year inbuilt batteries should cost circa £60 to £70.00 each.

The fire escape provision is not ideal, especially if considering the less able and wheelchair potential users. The front step and doors are not ideal and might need some alteration, and escape to the rear through the kitchen is unacceptable for wheelchair use.

The cost of altering the kitchen door and threshold to accommodate wheelchair use would be very high and disruptive, so I suggest you consider altering the other rear door/threshold to gain access into the side alley. This will then need to be paved to suit wheelchair use and the end gated off with a wide gate with a panic bar to enable evacuation to the front.

Sundridge with Ide Hill Parish Council

I suggest that you ask the local Fire Brigade, Fire Prevention Officer to advise in this respect, re escape lights and signage and re alarms too.

Another matter to consider tis the provision of an Asbestos Register. This is to ensure that any user/operatives on site are aware of the existence of Asbestos and can take appropriate precautions when working.

No obvious Asbestos material is evident, but the flushed doors and some ceiling repairs might contain this, so an Asbestos survey, and, if necessary, testing, will be required to identify or eliminate the existence of such material.

Attention to dampness, cosmetic decoration and repairs, improvement of sanitary and kitchen provisions etc can be addressed at your discretion as long as they do not affect the 'hire-ability' of usability of the hall to hirers.

I hope I have not missed anything and that this assist you in your deliberations.

Regards

TJ

14. Items for noting

14.1 **Annual Parish Meeting – 29 April 2024**

14.2 Newsletter – to be ready for year end and annual parish meeting

14.3 Correspondence

14.3.1 General

- CAGNE Gatwick - Silent Night, COP28 & New Runway
- Sevenoaks District Council: Council allocates £1.3m for exciting community projects
-

PC WILSON WARDS

newsletter



Kent Police

Get the latest crime statistics by visiting: www.kent.police.uk/yourarea

Dec 2023

Community events attended and next month's events.

- Day Date Month, time-time
- Somewhere Town Hall, Street name, Town name

Your local officer is PC WILSON

Good work story/stories

I have unfortunately sustained an injury meaning he has been restricted to desk duty due to this he has not been able to be patrolling in a visible aspect but will be back in the new year.

Due to this I has been supporting with tasks for other CSU officers in his team. As well as supporting the task force with back-office work.

Badgers mount and Knockholt progress is being made in the long-standing issue of Hewitts round about, a council consultation has been put forward for a public space protection order, this will have a number of benefits for residents in the area which will hopefully lead to a reduction of incidents in the area involving anti-social vehicle driving

HALSTEAD

There have been several rural crime incidents relating to what appears to be the illegal butchering of animals, PC WILSON has been working closely with the rural officers with trying to tackle the ongoing issues in the area.

On other news I managed to ID a suspect outstanding for a number of offences though live CCTV and he was swiftly arrested by local officers

My Community Voice
Protecting the neighbourhoods of Kent and Medway

- Find out what's happening in your area
- Receive alerts from your local officers
- Tell us what matters most to you
- Sign up today and make your voice count

MCV is a two-way engagement tool brought to you by Kent Police

mycommunityvoicekent.co.uk

Rural Matters



Rural policing in Kent – a magazine for residents and businesses

Winter 2023



In this issue:



**Kent
Police**



Dead sheep dumped



Wildlife award for team



Keyless car thieves jailed

Plus the latest news on rural and environmental policing in Kent

Welcome to Rural Matters

Welcome to Rural Matters. See inside for the latest on the Kent Police Rural Task Force. There are now more officers countywide dedicated to tackling and preventing crime in the countryside. We've the latest news on how these officers, partners and colleagues are working to protect and support Kent's rural communities. Email your Rural Task Force team – rural.task.force@kent.police.uk

Rural Inspector



Inspector Tom Masthead
07977 519009

Rural Sergeant



Sergeant Damien Walshaw
07870 252185

North Division – 07528 980005

- PC Marc Pennicott
- PC Adrian Goodall
- PC Paul Williams
- PC Beth Nimmin
- PCSO John Clark



West Division – 07580 236308

- PC Nick Lingham
- PC Anna Verrall
- PC Luke Jordan
- PC Tom Smith
- PCSO James Robinson

East Division – 07980 978202

- PC Harry Callaghan
- PC Mike Sutton
- PC Matt Lethman
- PC Amy White
- PCSO Debbie Bishop
- PCSO Ian Norton

Rural Crime Co-ordinator



Doug Robertson
07872 004578

More rural contact information, see back page.

Report non-urgent crime online

- Go to www.kent.police.uk/report
- Report a crime, incident or non-injury collision in minutes
- Receive your confirmation email and reference number immediately

Anyone with information about suspected crime can contact the independent charity Crimestoppers anonymously by calling 0800 555 111 or using the anonymous online form.

Crimestoppers.
0800 555 111
100% anonymous. Always.

Twitter account

Your Rural Task Force PCs have a Twitter account @KentPoliceRural

The team regularly Tweets updates on what they've been doing and any live incidents.

Follow for the latest news and information.



Latest news

Unexplained deaths of eight sheep dumped in garden and layby – farmers warned

Rural Task Force officers are investigating the unexplained deaths of six sheep after their remains were found dumped in a garden and layby in the Sevenoaks area.

They have warned livestock owners to be alert, to check stock and report suspicious vehicles following a spate of suspicious incidents around Halstead and Chertsey.

Kent Police were called after the remains of six sheep were found strewn across the garden of an address in Otford Lane, Halstead between Friday 24 and Wednesday 29 November 2023.

The hides and entrails of two more sheep were later discovered dumped in a layby in Oventon Road, Sundridge.

Police are trying to identify the owner or owners of the sheep, locate those responsible, and bring them to justice.

Rural Task Force PC Marc Pennicott, said: 'The theft of so many sheep and the way they were killed is abhorrent. Our dedicated team is working relentlessly to identify the suspect or suspects and take robust action against them.'

'Kent is home to vast expanses of rural land and the force prioritises the protection of its rural communities and works closely with partner agencies to bring those who offend in the countryside to justice.'



'I urge anyone with information to contact us on 01622 604100 quoting reference number 24-0225.'

Along with more visible policing in the area, officers are advising people who own sheep to:

- Check them regularly.
- Report any thefts.
- Be vigilant and report any vehicles parked in rural locations and country lanes that are suspicious and may be involved.

National wildlife crime award for Rural Task Force officers

A high profile investigation by the Kent Police Rural Task Force, working with the RSPCA, into animal welfare and hunting offences has won a national award.

The Rural Task Force team – described as the driving force behind 'one of the most expansive wildlife crime and animal welfare policing operations in the UK' won the National Wildlife Crime Operation of the Year award at the National Wildlife and Rural Crime conference from 18-20 October. Full story, see page 5.

Sheep may have been deliberately run over – vehicle in livestock field

Three sheep killed in a field near Maidstone may have been deliberately run over.

A gate was reported opened before the vehicle trespassed into the field near East Hill Hill, Soughton Monchelsea between the evening of Saturday 4 November and the next morning.

Rural Task Force officers are appealing for information about the vehicle. It is believed the sheep may have been deliberately run over during the distressing incident.

Rural Task Force Sergeant Darren Walshaw, said: 'The three dead sheep were found

with horrific injuries. Another was struck but survived. It's likely this vehicle would have been damaged and we are appealing to anyone with information to contact us.

'We're asking motorists who may have been in and around this area to check dashcams for any suspicious activity, which could include footage of the vehicle entering or exiting the field.'

If you have information call 01622 604100 Reference 46/197338/23 or Crimestoppers anonymously on 0800 555 111 or via their online form.



Increase in poaching during darker nights

The darker winter months have seen more poaching reports across the county. To help the Rural Task Force investigate, remember:

- Secure access to any fields where possible.
- Report all incidents quoting Op Galileo.
- If in progress call 999.
- Where possible obtain any vehicle details and a description of offenders.
- Use the 'what 3 word' app to give exact location if not known.

News



Beach hut break-in alert

Beach hut owners are being urged to make sure they are secure following a break-in at Greatstone.

Police were alerted to padlocks being cut from beach huts next to the car park on Coast Drive. It's believed to have happened around 9pm on Sunday 26 November 2023.

Folkstone Community Safety Unit Detective Inspector James Wyles, said: 'We'd like to remind beach hut owners to review their security and take simple steps to protect against burglars and vandals now that the summer season is over.'

If you have information contact Kent Police 01843 222289, Ref 46/210306/23 or Crimestoppers anonymously 0800 555 111 or via the online form.

Keep beach huts secure:

- Don't leave anything of value inside at any time.
- Lock doors and windows with at least one good quality closed-shackle padlock.
- Consider fitting a bar lock and/or a monitored alarm.
- Security-mark property inside and keep a photographic record.
- Don't store flammable substances or matches inside.
- Don't leave materials around the hut which could be used to commit crime, such as tools.

Five-year anniversary of Sarah Wellgreen murder – new appeal to find her for family

Detectives have made a renewed public appeal for information into the murder of mother-of-five Sarah Wellgreen – whose body has never been found.

An extensive investigation into her disappearance from New Ash Green in October 2018 led to her ex-partner Ben Laomba's arrest and conviction for her murder. He was jailed for life, with a minimum 27-year term. He's never said where her remains are.

Officers believe she was moved in his red Vauxhall Zafira taxi and her body concealed in a rural location near New Ash Green. Sarah was last seen in the Bazas Shaw area during the evening of 9 October 2018, and was reported missing two days later.

Detective Chief Inspector Neil Kimber said: 'Not knowing where she was left continues to cause considerable pain



and distress to her loved ones. We are appealing for any new information which may help us identify new lines of enquiry and are asking people to cast their minds back five years, to anything at the time which may have been unusual or suspicious.

Laomba would almost certainly have moved Sarah's body in his car, a red Vauxhall Zafira taxi, with writing on the side. We believe it is very likely he then concealed her remains in a rural area, surrounding New Ash Green, Longfield or a location towards Sevenoaks.'

The search for Sarah has been one of the largest in Kent Police's history, with more than 1,300 locations examined. DCI Kimber added: 'Any detail, no matter how small or



insignificant it may seem, could be the clue which one day leads to a breakthrough. We will never give up hope of finding out what happened to Sarah.'

If you have information call 01622 654863 Reference 46/XV/9631/18 or Crimestoppers anonymously 0800 555 111 or via their online form.

Joint marine patrols provide small ports reassurance

Protecting the county's marine community and reassuring those using inland rivers and lakes is the focus of joint marine patrols.

The Kent Police Search and Marine Unit, Counter Terrorism Policing Borders and Border Force teams recently spent a day patrolling the Thames Estuary and River Medway.

It included visits to Cuxton Marina, Medway Bridge Marina, Port Medway Marina and Gillingham and Chatham marinas, local sailing and rowing clubs and the RNLI – offering advice on reporting suspicious vessels and people.

The force's RHIB Invicta operates in tidal waters, with



smaller vessels used for inland rivers and lakes.

'The Rural Task Force also works with colleagues and partners to engage with Kent's coastal communities.

Detective Sergeant Matthew Whitlock said: 'The joint events are extremely important, providing reassurance that we're working together to mitigate any threat and risk in the small ports environment. We are committed to protect our maritime community against anyone that abuses the water areas to conduct criminal activity.'

Kent Police Rural Task Force wins national award

Officers from the Kent Police Rural Task Force were praised for their response to organised animal welfare and hunting offences across a spate of key forces.

It follows an ongoing investigation and close partnership working with the RSPCA Special Operations Unit (SOU) into wildlife crime and injuries to dogs and involved multiple suspects – which began in March 2022.

Search warrants across a large geographical area and co-ordinated enforcement across four forces led to six arrests and numerous dogs

being seized along with firearms. The case attracted national media coverage.

'The team – described as the driving force behind 'one of the most expansive wildlife crime and animal welfare policing operations in the UK' won the National Wildlife Crime Operation of the Year award at the National Wildlife and Rural Crime conference from 18-20 October.

RTF Sergeant Darren Walshaw, who along with RTF Coordinator Doug Robertson, was nominated by the RSPCA said: 'The award was as a result of joint partnership



working with the RSPCA Special Operations Unit, neighbouring forces and was a real team effort.'

'The RSPCA's nomination said: 'The Kent Police Rural Crime and Animal Welfare team and the RSPCA's SOU have developed, over many years, a very professional working relationship and understanding of each

agency's expertise. We are therefore able to frequently work together in the investigation of wildlife and animal welfare offences and facilitate and effective enforcement action.'

Three defendants from Kent were due to appear at Folkestone Magistrates Court in December 2023.

Local communities and volunteers help catch keyless car thieves who targeted Kent

Investigators have thanked neighbourhood Watch volunteers and local communities who provided important evidence after a spate of keyless car thefts.

Range Rovers, BMWs and Mercedes were among 29 vehicles stolen countywide from Hawkinge and Tenterden to Tonbridge and Maidstone. The offenders used an electronic device to gain access to steal them. Detectives discovered vehicles with cloned plates were used to travel from east London to Kent to drive stolen cars out of county to be sold for parts.

Alminas Satas, Maksims Seluks

and Olgierd Golubowski were charged following a Kent Crime Squad investigation. The men admitted conspiring to steal vehicles and were jailed for a total of more than seven years at Canterbury Crown Court on 13 November. Phone evidence linked them to the thefts but investigating officer Detective Constable Scott Drake also thanked local residents. He said: 'I would like to thank the local neighbourhood Watch coordinators who worked tirelessly to obtain crucial CCTV footage and for the support of the local communities in providing important evidence in this case.'



Left to right: Alminas Satas, Olgierd Golubowski and Maksims Seluks

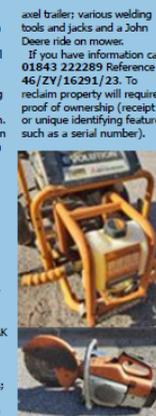
Rural equipment thefts – power tools, trailers and ride on mower recovered

A large number of items including power tools, chain saws, trailers and a ride on mower were seized by Rural Task Force officers investigating rural thefts.

Investigators are appealing to owners of the suspected stolen items to contact them. It follows the arrest of a man in August in connection with reports of burglaries in the Canterbury area.

A total of 57 items were recovered. RTF Sergeant Darren Walshaw said: 'We suspect all these items are stolen and are appealing to victims of crime who recognise anything to call us'. A 35-year-old man has been bailed pending further investigation.

Items recovered include: STIHL Husqvarna and EMAK chainsaws; Kim post drill; Mitsubishi power washer; orange and yellow garden strimmers; Paslode nail guns; Wes welding supplies; a Makita angle grinder; double



News

Vintage traction wheel still missing



A distinctive heavy wheel stolen from a vintage traction engine this summer is still missing.

Police believe it would have been loaded on a van or flat-bed truck because of its large size.

It was taken from a 1901 Burrell traction engine in a field in Woodchurch around 7pm on 23 August.

Anyone with information call 01843 222289 Reference 46/153564/23 or Crimestoppers anonymously 0800 555 111 or via their online form.

Parcel of £4,000 cash intercepted after phone fraud on pensioner

Officers intercepted a parcel containing £4,000 after a pensioner was tricked into posting cash by someone pretending to be from her bank. Residents are reminded to be on guard against phone fraudsters following the scam attempt on the woman, aged in her 70s, in the Tonbridge area. She'd been phoned on 2 November by someone claiming to be from Santander, saying they needed to help her prevent fraudulent transactions. They gained remote access to her computer, manipulated her online account to appear money was deposited which she was then persuaded to withdraw and post for 'investigation.'

Kent Police was alerted by a relative and swift action meant officers were able to recover the cash parcel from a local post office. The Economic Crime Team is investigating. Detective Constable James Burr said: 'Criminals will go to great lengths to appear genuine, and this can include obtaining personal information which they then disclose to the victim to give an appearance of legitimacy. 'Never give personal information in response to an incoming call, particularly if the caller is asking you to do something that will affect you financially. The police or your bank will never request money from an individual, nor will they ever direct a person to make a transaction on their bank card. 'If you receive such a call, end it immediately. Wait for five minutes for the phone line to clear and contact Action Fraud or the police.'



Preventing fraud

Together, let's stop scammers.

Remember, ABC:

never Assume

never Believe

always Confirm

Get the latest scam advice @KentPoliceECU

if you think you have been scammed. If possible, call from a different number. Remember the ABC rule.'

Power tools stolen from vans overnight

Van owners are advised to protect vehicles and tools after three overnight break-ins in the Romney Marsh area.

The vans were targeted between 7 and 8 November and power tools stolen from inside in Greatstone, Brenzett and New Romney.

Anyone with information call Kent Police on 01843 222289 Reference 46/198679/23 or Crimestoppers anonymously on 0800 555 111 or via the online form.

Loose animals alert – horse found in High Street

Rural Task Force officers were called to the High Street in Bean after a horse was reported loose in the road.

The young animal was found wandering and a lane had to be closed near the Bean interchange while officers worked to get it back to safety.

Attempts have been made to trace the owner of the animal, which is white with black markings.

The incident highlights the disruption loose horses cause – posing a danger to their welfare as well as motorists.



Any loose horses on roads will be seized by police. If local inquiries fail to trace the owner the animals will be kept in a safe place, with costs payable by owners before their return. These increase daily to reflect stabling charges.

Fishing event – positive response from young people

A project to encourage young people to enjoy fishing and respect the angling environment attracted plenty of interest. Fish Fest, arranged by Police Community Support Officer Kirsty Greaves of the Maidstone Community Safety Unit, involved Kent County Council youth hub and local businesses.

Nine local teenagers joined up to Fish Fest, funded by Golding Homes Housing Association. They attended two educational sessions at InfoZone in the Maidstone Youth Hub, which also provided bait for the practical days. After successfully completing these, they took part in an event at Monks Lakes, Staplehurst, on 28-29 October.

Cast A Thought, which provides fishing activities as a way to support mental health, helped run the weekend – coaching the children and lending them the relevant equipment. On Sunday they competed for three prizes, donated by local businesses. Ashford Angling Direct and Maidstone Angling Shop, which included vouchers to spend on fishing equipment.

PCSO Greaves said: 'Fish Fest was a success, providing a focused learning opportunity for young people in the Downswood area. We initially anticipated the attendance of six children but were pleased when more turned up.'



'Speaking to the group, it's evident they now feel better equipped to pursue this hobby both safely and legally. I am extremely grateful to local services and businesses for their efforts and generosity and look forward to coordinating future events.'

The Kent Police Rural Task Force works closely with angling groups and the Department for Environment, Food and Rural Affairs to ensure fishing in the county is carried out legally.

Bikes stolen from barn

Police are appealing for help tracing three bikes and tools stolen from a van and barn in an East Kent village. The Specialized S-Works Crux bikes; a Stihl disk-cutter, hedge trimmer and chainsaw and DeWalt compressor were stolen from Grove Road, Wickhambraux between 9pm Sunday 12 November and just after midnight Monday 13 November.

Anyone who saw anything suspicious has CCTV or dashcam footage or been offered the items for sale, call 01843 222289 Reference 46/201561/23 or Crimestoppers anonymously 0800 555 111 or via their online form.



Imitation firearms in public – warning to owners

Owners of BB guns and other imitation firearms are being reminded of laws around their use in public.

While not illegal to own certain weapons for sports including airsoft and paintball, it is an offence to carry them in public without a reasonable excuse.

Doing so has the potential to cause alarm and confusion that it is a viable firearm.

In a recent incident a man was reported to have a handgun inside a Deal pub. The incident prompted specially-trained armed officers to attend. When he was arrested nearby on suspicion of possessing a firearm in a public place it was established he had two airsoft guns he'd collected from being repaired. The incident was resolved through a

community resolution and apology. Detective Chief Inspector Patrick Milford Directorate said: 'While it is an unfortunate fact criminals will sometimes

arm themselves with imitation firearms to commit robberies and other serious offences, there are also incidents every year where members of the public, who'd otherwise consider themselves law-abiding, find themselves in handcuffs.

This can be avoided by never taking an imitation firearm out in public and by transporting it inside a bag or case if planning to play a combat sport at an approved location.

As well as being illegal to possess in public, air weapons including BB guns also have the potential to cause serious injury in the wrong hands.'

Property marking

Rural crime can increase during the darker winter months and marking property helps officers trace and return it if people are victims of crime.

Check security measures are appropriate and in good working order and that property is marked, recorded and records retained. Anyone interested in having property marked free of charge email rural.task.force@kent.police.uk

Partnerships

Key partners working with Kent Police to keep rural communities safe

Crime Rural Advisory Group

CRAG formed in 2012, brings together main rural stakeholders, including the National Farmers Union and Country Land & Business Association – representing a large percentage of land occupancy countywide.

web: www.btfpartnership.co.uk | email: michael.bax@btfpartnership.co.uk | phone: Michael Bax 01233 740077

Kent Association of Local Councils

KALC is a not for profit membership organisation serving member parish and town councils and parish meetings in Kent and Medway. It offers training, advice and services to member councils. KALC works with rural officers to disseminate information on their behalf, and to gather crime information from towns and parishes.

web: www.kentalc.gov.uk | email: kalc@kentalc.gov.uk | phone: 01304 820173

Country Land & Business Association

The CLA is the membership organisation for owners of land, property and businesses in rural England and Wales and has been safeguarding the interests of landowners, and those with an economic, social and environmental interest in rural land for more than 112 years. The CLA South East Office works closely with the Kent Police to help achieve these aims

web: www.cla.org.uk | email: southeast@cla.org.uk | phone: 01264 313434

Kent Fire and Rescue Service

KFRS is responsible for delivering fire and rescue services to more than 1.7 million people. Each year fire officers deal with around 16,500 incidents including road crashes, house and barn fires and more than 2,400 non-fire rescues. KFRS works with the Kent Police, NFU, and CRAG to provide safety and risk reduction advice to support the agricultural business community.

web: www.kent.fire-uk.org | email: enquiries@kentfire-uk.org | phone: 01622 692121

Historic England

Historic England is a public body which looks after England's historic environment. There are over 400,000 protected sites and buildings in England and Historic England works across a range of partnership to prevent the loss and damage to our shared cultural heritage. Former Kent police officer Mark Harrison advises the organisation and works closely with rural officers and CRAG.

web: www.historicengland.org.uk | email: southeast@HistoricEngland.org.uk | phone: 01483 252020

National Farmers Union

The NFU champions British farming and provides professional representation and services to its farmer and grower members. Around 70 per cent of full time farmers are NFU members. They aim to support Kent Police to engage with members' extensive local knowledge, working in partnership with CRAG and other stake holder organisations.

web: www.nfuonline.com | email: isobel.bretherton@nfu.org.uk | phone: 01730 711950

FarmWatch helps track crime through fast alerts

FarmWatch WhatsApp is an effective way to share information with Rural Task Force officers directly.

Since the scheme started it now has 1,798 members. The alert scheme enables The Rural Task Force to act quickly – resulting in stolen property

being recovered fast and offenders stopped. Anyone interested in joining their local group email the RTF at rural.task.force@kent.police.uk

Farm Watch WhatsApp is a tool to share information directly with the team and not to be used to report crime.

Any crimes should be reported in the usual way; 999 if a crime is in progress or 101 and online if non-urgent.



Need to report a crime?

Do it online



Report non-emergency crime 24/7 using online services kent.police.uk/report



A quicker way for you to report crime and incidents



Receive email confirmation and reference number immediately



Access Live Chat by the blue circle in the bottom right corner of any Kent Police webpage

Countryside Code

Remember

- Enjoy the countryside and respect its life and work
- Guard against all risk of fire
- Leave all gates as you found them
- Keep pets under close control
- Keep to public paths across farmland
- Use gates and stiles to cross fences, hedges and walls
- Leave livestock, crops and machinery alone



15. Dates of next meetings

Full Council Meeting

Monday 19 February 2024 at 7.45pm – Sundridge Village Hall

Full Council Meetings all take place at Sundridge Village Hall at 7.45pm

(unless stated)

Monday	29 January	2024
Monday	19 February	2024
Monday	19 March	2024
Monday	15 April	2024
Monday	29 April	2024 – Annual Parish Meeting commencing at 7.00pm
Monday	17 May	2024 – Annual General Meeting
Monday	June 17	2024
Monday	July 15	2024
Monday	September 16	2024
Monday	October 21	2024
Monday	November 18	2024