

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 22 March 2024** to transact the undermentioned business.

Ananda Barua

Clerk 17 February 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 18 March 2024.
7. **To take Matters arising** from the Minutes where these are not covered under the subject headings below
 - 7.1 Covers Farm
 - 7.2 Clarke Telecom Mast at Stubbs Wood
 - 7.3 Ide Hill Green
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. To discuss and agree next actions with regard to co-opting a Member for the Ide Hill ward.
10. **Governance, Finance & Personnel items for decision and noting**
 - 10.1 To agree the Committee Structure
 - 10.2 Policies
 - 10.2.1 Complaints Procedure
 - 10.2.2 Scheme of Delegation
 - 10.3 Grants
 - 10.3.1 West Kent Mediation
 - 10.3.2 Kent Sussex & Surrey Air Ambulance
 - 10.3.3 Ide Hill Football Club
 - 10.4 Community Infrastructure Levy Funding
 - 10.5 To agree items received, paid and payable

11. Ide Hill

To discuss and agree next actions with regard to:

11.1 Stubbs Wood

- To receive an update on the Aztech work
- To receive feedback on the Ide Hill Information Event
- Volunteer Insurance

11.2 Public Conveniences

- To review options to eliminate drainage issues and renovations

11.3 Ide Hill Grant

- To discuss applying for a grant from the Ide Hill Community Shop

12. Sundridge

12.1 Sundridge and Brasted Social Club

Update on lease

12.2 Sundridge Recreation Ground

Update on renovations

12.3 Sundridge Village Hall

- Ownership
- Parking issues

12.4 Bowers Meadow

Update on playground repairs following the Playground Inspection

12.5 Sundridge Reserve Burial Ground

13. Highways

To receive update from the Highways Steward

14. Items for noting

14.1 Annual Parish Meeting – 29 April 2024

14.2 Sundridge and Ide Hill Housing Needs Survey

14.3 Correspondence

14.3.1 General

14.3.2 Kent Police

15. Dates of next meetings

Annual Parish Meeting

Monday 29 April 2024 at 7.00pm – Sundridge Village Hall

Annual General Meeting and
Full Council Meeting:

Monday 20 May 2024 at 7.45pm – Sundridge Village Hall

Sundridge with Ide Hill Parish Council

Agenda Papers

1. To receive apologies and reasons for absence.

Apologies received from Cllr Miller, Cllr Chard (County), Cllr Robinson (District)

6. To approve as a correct record the **Minutes** of the Parish Council meetings held on 18 March 2024.

*Minutes of Full Council Meeting held on Monday 18 March 2024
at Sundridge Village Hall at 7.45pm*

Present: Councillors Allgood, Banbrook, Collins, De Bono, Evans (Chair), Fribbens and Wilson

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

Attendance: 5 members of the public (in part), Cllr Sandra Robinson (District) and Amanda Barlow (Clerk)

Cllr Evans (Chair) welcomed everyone to the meeting.

11. To receive apologies and reasons for absence.

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

The Clerk advised Members that Russell Maybury has resigned as a Member of Sundridge with Ide Hill Parish Council representing the Ide Hill Ward.

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

None.

13. Report from County Councillor

None.

Cover Farm has been delayed again and will be on 17 April 2024.

14. Report from District Councillor

Cllr Robinson had provided her report and a copy is attached at Appendix A.

15. **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.

- *Stubbs Wood – Concerned that we have lost an Ide Hill Councillor. There were long discussions about the issues at Stubbs Wood and the “carnage” it has caused. The Clerk advised that everything will be discussed on 19 April 2024. Residents have also asked about the selection of trees being felled.*
- *Graham Hughes explained the problems over the insurance and the Clerk apologised for the confusion. He advised that the Social Club are happy to proceed on the terms agreed at Brasted Parish Council meeting.*

16. To approve as a correct record the **Minutes** of the Parish Council meetings held on 19 February 2024.

Members resolved to agree the minutes of the meeting on 19 February 2024.

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

Sundridge with Ide Hill Parish Council

7.1 Covers Farm

Members agreed Cllr Evans and Mr Jones would represent Sundridge at the meetings.

7.2 Highways

No update.

7.3 Streetlighting

Two lights have been repaired. Cllr Banbrook explained that the Council may need to replace the lights and introduce the energy costs.

The Clerk advised that Sevenoaks District Council is dealing with the matter of the damaged streetlight with their insurance company.

18. 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 the following Agenda Items in confidence:

12.1 Stubbs Wood complaint

12.3 Stubbs Wood mast

13.1 Sundridge & Brasted Social Club

19. Committee Structure

9.1 To agree the updated Committee Structure

Members resolved to agree the Committee Structure as at Appendix B.

20. Finance & Personnel items for decision and noting

10.1 Items, Received Paid and Payable

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

10.2 Report from RFO following interim audit

10.2.1 Village Hall ownership

The Auditor raised concerns over the ownership of the Village Hall as it is currently a Charity Trust. Members agreed that the Clerk should ask Mr Jones if he would assist with the investigations.

10.2.2 Risk Assessments

Members resolved to agree the Risk Assessment Policy as presented.

21. Social Media and Website

11.1 Social Media Policy

Members agreed that

11.2 Website

Cllr Fribbens suggested a new host and Members agreed that he should look at new website.

12. Ide Hill

12.1 Stubbs Wood

- To receive an update on the Aztech work

Members noted that there was no update as the contractor is away.

- **The Clerk confirmed that the Stubbs Wood Information evening will be on Friday 19 April 2024 at 6pm.**

12.2 Ide Hill Green

- To discuss dealing with the Cherry Tree

Members discussed the Cherry Tree and thought that the tree was not on Parish Council land. Cllr Fribbens agreed to check.

13. Sundridge

13.2 Sundridge Recreation Ground

Members agreed that unfortunately there is no availability to allow another club to use the facility.

14. Items for noting

14.1 Annual Parish Meeting – 29 April 2024

Noted. Members agreed that Dr Chris Gardener of South East Rivers Trust should be invited to talk at the meeting.

14.2 Newsletter

Noted.

14.3 Correspondence

14.3.1 General

Noted.

14.3.2 Sevenoaks District Council – waste sacks

Noted.

14.3.3 Kent Police

Noted.

15. Dates of next meetings

Full Council Meetings: Monday 15 April 2024 at 7.45pm – Sundridge Village Hall

Annual Parish Meeting Monday 29 April 2024 at 7.00pm – Sundridge Village Hall

Committee Meetings

Ide Hill Amenities Committee Monday 2 April 2024 at 6.00pm – Ide Hill Village Hall

12. Ide Hill

12.1 Stubbs Wood

- Complaint from resident

Members resolved that the Clerk should advise the resident to contact their insurance company in the first instance.

*12.3 Shared Rural Network Pre-Application Telecommunications Installation:
CTIL_30082300 Land at Wheatsheaf Hill*

Members resolved that the Clerk should respond to Clarke Telecom confirming that they agree with the proposed site and understand the necessity for a 30m lattice tower subject to Clarke Telecom confirming the additional coverage that this tower will provide. Members noted that the tower will be painted in a green colour and will request that it will be made as unobtrusive as possible.

13. Sundridge

13.1 Sundridge and Brasted Social Club

The Clerk confirmed that the lease was with CWJ and should be finalised and sent to the Social Club shortly.

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

7.1 Covers Farm

The Covers Farm application was not heard at the April meetings.

7.2 Clarke Telecom Mast at Stubbs Wood

The Clerk has responded to Clarke Telecom as per the resolution at the previous meeting and Clarke have advised that they are awaiting further instructions from Cornerstone.

7.3 Ide Hill Green

The tree in question is not on Parish Council property.

7.4 Streetlighting

From: Ken Bonner <ken.bonner@streetlights.co.uk>

Sent: 22 April 2024 08:33

To: 'Cllr Banbrook' <john.banbrook@sundridgewithidehill-pc.gov.uk>

Cc: 'Amanda Barlow' <clerk@sundridgewithidehill-pc.gov.uk>

Subject: RE: Column Replacement

Hi John,

UKPN have not yet confirmed the program date for this work.

I do know that it could be imminent, as they asked me a technical question about it last week.

Kind regards,

Ken

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 12.1 and 12.3 (parking)

9. **To discuss and agree next actions with regard to co-opting a Member for the Ide Hill ward.**

Sharron Manley

Sharron has confirmed she meets the requirements to stand for co-option as a Parish Councillor.

Although she lives just outside the Ide Hill ward she is within 3 miles of the boundary.

I have lived in the area for 20 years and volunteer at The Ide Hill Village shop every week. I have two grown up sons 24/22 and my husband Alex has also served the Parish Council in the past. I have two small dogs and love to walk in the woods and around the village. I enjoy a quiz, a glass of wine, reading (Ide Hill book club), tapestry and sewing, I have helped make an Altar cloth for Sundridge Church and a Knitted nativity for Ide Hill Church. 🤗 I love gardening and I am RHS qualified.

10.Governance, Finance & Personnel items for decision and noting

10.1 To agree the Committee Structure

Chair: Cllr John Evans Vice Chair: Cllr Martyn Fribbens

Committee Membership

Amenities Sundridge	Cllr Vikki Allgood Cllr Zoe Collins Cllr Melvin De Bono (Chair) Cllr Martyn Fribbens Mr Trevor Jones Cllr Ann Powell Cllr Helen Wilson	Sundridge and Brasted Social Club Working Party	Cllr John Banbrook Cllr Melvin De Bono Cllr Ann Powell
Amenities Ide Hill	Cllr Vikki Allgood Cllr Martyn Fribbens (Chair) Cllr Sharron Manley Cllr David Miller Cllr John Evans (if required)	Sundridge Recreation Ground Working Party	Cllr Helen Wilson Cllr Vikki Allgood Representatives of Ide Hill Football Club Radnor House Sundridge Allstars
Finance	Cllr Vikki Allgood (Chair) Cllr John Banbrook Cllr John Evans Cllr Martyn Fribbens Cllr Ann Powell	Stubbs Wood Advisory Group	Cllr Martyn Fribbens Cllr Sharron Manley Cllr David Miller Residents
Personnel	Cllr Vikki Allgood (Chair) Cllr John Evans Cllr Martyn Fribbens	Communications Working Party	Cllr Vikki Allgood Cllr Martyn Fribbens
Planning	Cllr Vikki Allgood Cllr John Evans Mr Trevor Jones 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

COMPLAINTS PROCEDURE

INTRODUCTION

This complaints procedure covers all complaints received at the Council. Sundridge with Ide Hill Parish Council takes all complaints seriously, about Officers or services provided.

Sundridge with Ide Hill Parish Council believes that complaints form part of the valuable feedback and useful information from its residents about the quality of our procedures, services and practices. We firmly believe that the effective handling of any complaint received will assist us in improving the quality of life for the residents of the parish.

OBJECTIVES

Upon receipt of each complaint, Sundridge with Ide Hill Parish Council will aim to fully investigate as quickly as possible. However, our main objective is to undertake a thorough investigation and this may mean that some complaints will take a little longer to resolve to the satisfaction of both the complainant and the Council

DEFINITION OF COMPLAINTS

A complaint can usually be defined as follows:

- Financial Irregularity
- Criminal Activity
- Member Conduct
- Officer Conduct
- All Other Complaints

WHAT YOU SHOULD DO IF YOU HAVE A COMPLAINT

If your complaint is about Council Services, you should contact the clerk:

Amanda Barlow
Clerk
Sundridge with Ide Hill Parish Council
11 Clover Way
Paddock Wood
Kent TN12 6BQ
Telephone: 07495 962372
Email: clerk@sundridgewithidehill-pc.gov.uk

State at the outset that this is a complaint and provide as much evidence as you can, including any documentation but remember to keep copies for your own records. Be clear and provide concise details such as dates, times, names and addresses. Remember to provide full contact details to enable the Clerk to telephone to arrange a meeting or a site visit if necessary.

In many instances an issue can be dealt with immediately and the source of the complaint resolved but for more complex issues you are advised to put the complaint in writing.

For all written complaints, whether by letter or e-mail, the Council will send a written acknowledgement within 7 working days. Under normal circumstances, for more straightforward complaints, the council will respond in full within 15 working days. More complex issues will take longer to resolve and each case will be assessed on its own merit, with a timescale to be agreed by both the complainant and the Council.

WHAT IF YOUR COMPLAINT RELATES TO A COUNCIL OFFICER

If your complaint involves the Clerk, you should address your complaint in writing to the Chair of the Parish Council. Your correspondence should be marked Private and Confidential.

WHAT SUNDRIDGE WITH IDE HILL PARISH COUNCIL NEEDS TO DO TO PUT THINGS RIGHT

Once an investigation has been completed and the council has been found to be at fault, every effort will be made to resolve the complaint to the complete satisfaction of the complainant.

Where subsequent actions or simply the passage of time prevents restitution then other actions may be appropriate, which may include a local settlement, the remedy will need to be appropriate to the injustice and may be reduced where a complainant has contributed, directly or indirectly, to the injustice suffered.

WHAT DO YOU DO NEXT IF YOU ARE NOT SATISFIED

If you are not happy with the decision or action taken by the Clerk then you should write to the Chairman of the council at john.evans@sundridgewithidehill-pc.gov.uk. The Chairman will then independently review the complaint, together with all relating documentation and if he/she believes it appropriate will submit the complaint to the relevant Committee of the Council for consideration.

BEFORE THE MEETING

The complainant should be advised whether the complaint will be treated as confidential or whether, for example, notice of it will be given in the usual way on the Council agenda. The complainant will be invited to attend the meeting and to bring with them a representative should they wish.

Seven clear working days prior to the meeting, the complainant shall provide the council with copies of any documents or other evidenced relied upon. The Council shall provide the complainant with copies of any documentation upon which they wish to reply upon at the meeting and will do so promptly, allowing the complainant the opportunity to read the material in time for the meeting.

AT THE MEETING

The Council shall consider whether pursuant to Section 1 of the Public Bodies (Admissions to Meetings) Act 1960 and together with the Council's own Standing Orders, the circumstances of the meeting warrant the exclusion of the public and the press. Any decision on a complaint shall be announced at the meeting in public. The meeting will proceed as follows:

- The Chairman should introduce everyone and explain the procedure.
- The complainant (or representative) should outline the grounds for the complaint and, thereafter, answer questions which may be asked by the Clerk and Members
- The complainant should be offered the opportunity to summarize their position
- The complainant should be asked to leave the room whilst members decide whether or not the grounds for the complaint have been made. If a point of clarification is necessary, the complainant shall be invited back.
- The Clerk and the complainant should be given the opportunity to wait for the decision but if the decision is unlikely to be finalised on that day, they should be advised when the decision is likely to be made and when it is likely to be communicated to them.

AFTER THE MEETING

The decision should be confirmed in writing within seven working days, together with details of any action to be taken.

WHAT SHOULD I DO IF I HAVE A COMPLAINT ABOUT A COUNCILLOR or COUNCILLORS

Councillors are required to observe high ethical standards to a Code of Conduct and are required to have regard to the following principles – selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

They must declare to:

- Not discriminate unlawfully
- Treat others with respect at all times
- Not to do anything which will compromise the integrity of Council Officers
- Not to disclose any confidential information
- Not to stop anyone gaining proper access to information to which they are entitled to see
- Not to conduct themselves in such a way as to bring their office or the Council into disrepute
- Not to use their position to improperly secure an advantage, or disadvantage, for anyone
- Not to use the Council's resources for unauthorised political or personal benefit

Sundridge with Ide Hill Parish Council

- Must declare any personal or prejudicial interest, pecuniary or non-pecuniary, in any matter which comes before the Council and, if appropriate, not to take part in any decision relating to such a matter. Where the interest declared is deemed by the Council to be prejudicial, Councillors are not permitted to take part in the decision relating to that matter.
- To register certain financial and other interest

A copy of Sundridge with Ide Hill Parish Council's Councillor Code of Conduct can be viewed on the website at www.sundridgewithidehill-pc.gov.uk or can be made available by contacting the clerk.

If you feel a Councillor has broken any of the rules mentioned above, you can complain directly to Sevenoaks District Council as follows:

members.conduct@sevenoaks.gov.uk

Monitoring Officer
Sevenoaks District Council
Council Offices
Argyle Road
Sevenoaks
Kent
TN13 1HG

www.sevenoaks.gov.uk/info/20039/councillors_and_decisions/82/standards_and_conduct_arrangements_for_councillors

10.2.2 Scheme of Delegation

Sundridge with Ide Hill Parish Council **Scheme of Delegation**

S101 delegation of powers

The Scheme of Delegation (s101 of the 1972 LGA), provides for delegating authority to the Clerk for making decisions on behalf of the council as and when appropriate. S101 requires formally agreed Terms of Reference by the Council. It needs to be based in Terms of Reference (a sheet of A4 rules – see Scheme of Delegation below) that sets out the key themes of the delegation and the financial thresholds that apply.

Delegation of Power

Section 101 of the Local Government Act 1972 provides:

- That a Council may delegate its powers (except those incapable of delegation) to a committee or an officer.
- A Committee may delegate its powers to an officer.
- The delegating body may exercise Powers that have been delegated.

Any delegation to the Proper Officer shall be exercised in compliance with the Council's Standing Orders, any other policies or conditions imposed by the Council and within the law.

The Proper Officer may nominate another named Officer to carry out any powers and duties, which have been, delegated to that Officer.

In an emergency the Proper Officer is empowered to carry out any function of the Council.

Where officers are contemplating any action under delegated powers, which is likely to have a significant impact in a particular area, they should also consult a minimum of two Members, and must ensure that they obtain appropriate legal, financial and other specialist advice before action is taken.

The following items may not be delegated to the Clerk:

- To appoint the Chairman and Vice-Chairman in May each year
- To sign off the Governance Statement by 30th June each year
- To set the precept
- To appoint the Head of Paid Service (Clerk)
- To make byelaws
- To borrow money
- To consider any matter required by law to be considered by Council.

To the Proper Officer LGA 1972 s101

The Council's Scheme of Delegation authorises the Clerk to the Council to act with delegated authority in the specific circumstances detailed:

To take action:

1. To take action on any issue that cannot wait until the next Parish Council meeting; as a temporary measure the Proper Officer is empowered to take any and all decisions that would normally be taken by Full Council, or a committee or a working group, having consulted a minimum of two Members. Consultation may be by email or by telephone or by virtual meeting, followed by a confirmation email.
2. If circumstances do not permit the input of at least two councillors, the Clerk would normally be expected to consult the Chairman or Vice Chairman if the Chairman is unavailable and take his/her view into account.

Financial thresholds:

3. To authorise expenditure on items where the Council has previously approved the budget to a maximum of £3,000 per transaction having consulted a minimum of two Members and the Chairman, or to a higher level where the Council has agreed & minuted the expenditure at a prior meeting. Additionally, these Members should be independent of the two Members who will authorise the payments within the online banking system. For the avoidance of doubt, this includes any payments that will be overdue before the next

Sundridge with Ide Hill Parish Council

scheduled Council Meeting or where discounts may be lost to the Council; to include normal salaries and all items specifically budgeted for, contracted for or expenditure previously agreed by Council at a meeting.

4. To incur expenditure on behalf of the Council, which is necessary to carry out any repair, replacement or other work or essential project which is of such extreme urgency that it must be done at once, whether or not there is any budgetary provision for the expenditure, subject to a limit of £1,000.00 per transaction, having consulted the Chairman and taken on board his views – suggest change to “having consulted with the Chairman or Vice Chairman and Chairman of the F&P Committee”.
5. To take any action regarding minor repairs or purchases (up to a cost of £500.00 per transaction) having consulted the Chairman and taken on board his views – suggest change to “having consulted with the Chairman of the F&P Committee or Chairman of the Amenities Committee”.

Planning Matters:

6. Planning applications will be received by the Clerk and responses determined by the Clerk following consultation with a minimum of two Members who are currently members of the Planning Committee.
7. The Planning Committee delegate authority to the Clerk to request any application be referred to Sevenoaks District Council Planning Committee for decision.

Delegation Limitations, Record keeping & Reporting:

8. Records will be kept demonstrating a clear trail (particularly around decision making in any form).
9. All decisions will be reported at the next available Full Council Meeting.
10. Delegated actions shall be in accordance with Standing Orders and Financial Regulations and in line with directions given by Council from time to time and this Scheme of Delegation, and where applicable any other rules/regulations and legislation.

Date approved Minute number

Date for review April 2025

10.3 Grants

10.3.1 West Kent Mediation



Amanda Barlow
Sundridge Parish Council
11 Clover Way
Paddock Wood
TN12 6BQ

04 March 2024

Dear Ms Barlow

West Kent Mediation relies on grant funding and donations to enable us to offer our community mediation service free of charge to communities across West Kent, including in your parish. While we fully understand that there are many pressures on available monies in the current economic climate, if the parish council felt able to help with any amount of money during this financial year or the next one, we would be enormously grateful.

The current cost of living crisis combined with the ongoing impact of the Covid 19 pandemic has meant that the need for our free community mediation service to help resolve conflict and repair fractured relationships has never been greater. In the past year, our mediation referrals have increased by 20% compared to the previous year and we are receiving more self-referrals from residents of West Kent than we've ever received previously.

Increasingly, we are finding that our cases involve local residents who are suffering from mental health issues, the symptoms of which are often exacerbated by disputes with neighbours or conflict with family members. This is not surprising bearing in mind recent research by The Policy Institute and the ESRC Centre for Society and Mental Health at King's College London, which found that three out of five Britons report that the cost-of-living crisis is negatively impacting their mental health.

We are indebted to all those town and parish councils within our area who are able to support our work. Without ongoing financial support, we will not be able to continue to offer this valuable and important service to the residents of West Kent.

We are taking the opportunity to enclose a poster and a leaflet, which we'd be grateful if you could display in your local village hall or other community hub to raise awareness of our service.

With best wishes,



Amanda Bell
Chief Executive Officer

West Kent Mediation, Sevenoaks Indoor Bowls Centre, Hollybush Close, Sevenoaks, TN13 3UX
T: 01732 46 96 96 E: theoffice@wkm.org.uk W: www.wkm.org.uk
Charity Registration No. 1100637 A Company Limited by Guarantee. Registration No. 04830437



Our Ref: 41618

04 March 2024

Parish Clerk
Sundridge With Ide Hill Parish Council
c/o 11 Clover Way
Paddock Wood
TONBRIDGE
Kent
TN12 6BQ

Dear Sundridge With Ide Hill Parish Council

I am writing to the Council today to request a grant of £350 to help Air Ambulance Charity Kent Surrey Sussex (KSS) continue to save lives, when every second counts.

As your local air ambulance, KSS are here for everyone that needs us. Life-threatening emergencies can happen to anyone, anywhere including within your parish. Our highly skilled team of doctors and paramedics provide expert medical care - effectively taking an Emergency Medical Room to the patient. This is 24/7, 365 days a year.

The need for our service continues to grow, with 2023 being the busiest in our 35-year history. KSS responded to 3,328 emergency incidents last year - an average of 9 a day. Of these, 1414 were in the county of Kent.



This increased demand means that the cost of funding our life-saving service continues to grow too, with annual costs now over £18.8million a year (around £51,000 per day) - an increase of 13% on the previous year.

With 88% of our income donated or raised by the people of Kent, Surrey and Sussex we are reliant on the communities we serve to be able to continue to be there for those that need us most in the future. A grant of £350, or whatever you may be able to give, really would help.

Thank you for your consideration - I hope to hear from you soon.

Yours faithfully

Nick Turrell
Community Fundraising Manager

01634 471 900 hello@aakss.org.uk aakss.org.uk

Air Ambulance Charity Kent Surrey Sussex, Rochester City Airport, Maidstone Road, Chatham, Kent, ME5 9SD
A registered Charity in England and Wales • Charity no. 1021367. A registered Company in England and Wales limited by guarantee • Company no. 2803242 To read our privacy statement, please visit aakss.org.uk/privacy or contact us for a copy

10.3.2 Ide Hill Football Club

From: Clare Dance-Harvey <c.dance-harvey@hotmail.co.uk>
Sent: 28 March 2024 06:06
To: clerk@sundridgewithidehill-pc.gov.uk; Clerk@sundridgewithidehilk-pc.gov.uk
Subject: Ide hill fc

Hi Amanda,

Will Sundridge be let out over the summer to a cricket club ? If not can you consider us using it weekends. Our youths have had so many games and training sessions cancelled this season due to pitch conditions we would like to offer sessions throughout the summer to make up for it. Also this would mean it's being used and would hopefully prevent the issue of the drinkers etc down there in the woods throughout the summer if it's being regularly used.

We also want to offer training sessions to children who cannot get into football clubs due to their ability, confidence or learning disabilities.

If you could let me know asap that would be great.

Also quite a few years ago the parish Council very kindly donated towards some new goals for our Ide Hill ground on the condition we left them out for the community to use them which we have done but they are pretty damaged now and need replacing, do you still have funds available to help community organisations ? These goals are £4k a set and we are struggling to raise the funds for those . I am already paying out for new goals at Sundridge where the goals down there are damaged and no longer up to standard.

If there's anything you can do to help that would be amazing.

Kind regards Clare Dance Ide Hill FC Club secretary

10.4 Community Infrastructure Levy Funding



FAO Parish/Town Clerk
 Sundridge with Ide Hill Parish Council
 By Email Only

Tel No: 01732 227000
 Ask for: Planning Policy
 Email: cil@sevenoaks.gov.uk
 My Ref:
 Your Ref: CIL/P18
 Date: 12th April 2024

Dear Clerk,

NOTICE OF PAYMENT

**SEVENOAKS DISTRICT COUNCIL'S COMMUNITY INFRASTRUCTURE LEVY (CIL)
 THE COMMUNITY INFRASTRUCTURE LEVY REGULATIONS 2010 (AS AMENDED)**

The Council continues to collect CIL contributions from qualifying development across the District. During period 18 (October 2023 - March 2024 inclusive) **£38,292.99** in CIL contributions has been collected from development within your parish/town.

In line with the CIL Regulations 2010 (as amended), the Town/Parish Council are entitled to following a proportion of the CIL contributions collected:

Definition	Type of payment	Amount
Payment A	Proportions of CIL receipts as laid out in Section 59A of the CIL Regulations where Sevenoaks District Council has a duty to pay you	£5743.95
Payment B	The equalisation of CIL receipts paid at the discretion of the Sevenoaks District Council Cabinet, to ensure you receive 25% of all the CIL monies secured in your area at the highest rates set out in the CIL charging schedule.	£3829.30
	TOTAL	£9573.25

Please note that your CIL entitlement will be paid to your account by 28th April 2024.

Chief Executive: Dr. Pav Ramewal

Council offices
 Argyle Road
 Sevenoaks
 Kent TN13 1HG

t 01732 227000
 e information@sevenoaks.gov.uk
 DX30006 Sevenoaks
 www.sevenoaks.gov.uk

INVESTORS IN PEOPLE®
 We invest in people Platinum

Sundridge with Ide Hill Parish Council



Council Community Infrastructure Levy - Amount Received and Payable to Parish/Town Councils

All tables and visualisations are interactive - please click on one/multiple items to filter the data. The Active Filters table will show current filters. To view more information relating to a planning application, click the link icon in the Details field. To clear all filters, click the 'Reset Filters' button.

[Click here to clear filters](#)

Parish Name

- Ash-cum-Ridley
- Badgers Mount
- Bracton
- Chevington
- Chiddingfold
- Cowden
- Crockerhill
- Dunton Green
- Edenbridge
- Eynsford
- Farningham
- Faulkham
- Halstead
- Hartley
- Hever
- Hoathly
- Horton Kirby & South Darenth
- Kemring
- Knockholt
- Lough
- Otford
- Penshurst
- Ryehead
- Seal
- Sevenoaks
- Sevenoaks Weald
- Shoreham
- Sundridge
- Swanley
- West Kingsdown
- Westerham

Active Filters

Selected Parishes	Selected Periods	Selected Applications
Sundridge	18 (Oct 23 - Mar 24)	All

Period	Amount Received	Due To Parishes
18 (Oct 23 - Mar 24)	£38,292.99	£9,573.25
15 (Apr 22 - Sep 22)	£11,898.99	£2,964.65
09 (Apr 19 - Sep 19)	£0.40	£0.10
08 (Oct 18 - Mar 19)	£9,959.56	£2,483.89
07 (Apr 18 - Sep 18)	£30,263.63	£7,565.91
01 - 06 (Apr 15 - Mar 18)	£90,375.17	£26,753.18
Total		

Due To Parish



Application Details

Reference	ADDRESS	Parish Name	Period	Due To Parish	Details
21/034077/FUL	Land North Of 209 Main Road Sundridge KENT TN14 6EJ	Sundridge	18 (Oct 23 - Mar 24)	£4,514.25	Details
21/01820/FUL	Dryhill Farm Dryhill Lane Sundridge KENT TN14 6AA	Sundridge	18 (Oct 23 - Mar 24)	£5,059.00	Details
Total				£9,573.25	

Amount Due To Parish



Sundridge with Ide Hill Parish Council

10.5 To agree items received, paid and payable

Year End 23-24 – Payments 15 to 31 March 2024

Sundridge with Ide Hill Parish Council

22 April 2024 (2023-2024)

PAYMENTS LIST

Code	Date	Description	Supplier	VAT Type	Net	Total	
Supplies for meetings	15/03/2024	Coffee and Biscuits	Mrs A C Barlow	X	13.25	13.25	
Travel Expenses	15/03/2024	Mileage	Mrs A C Barlow	X	17.10	17.10	
Election Expenses	15/03/2024	Election charge - May 2023	Sevenoaks District Council	X	219.25	219.25	
Parish Zoom account	15/03/2024	Zoom	A C Barlow	S	11.99	2.40	14.39
Parish WiFi (Clerk)	15/03/2024	WiFi	Mrs A C Barlow	X	10.00		10.00
Parish mobile telephone	15/03/2024	Mobile	Mrs A C Barlow	S	19.79	3.96	23.75
Software Adobe	15/03/2024	Adobe software	Mrs A C Barlow	S	10.95	2.19	13.14
Photocopier and photocopying	15/03/2024	Photocopier charges	KCC	S	61.99	12.40	74.39
Cleaning	15/03/2024	Cleaning	Val & Sander Reytenbach	X			
Cleaning	15/03/2024	Additional Clean SVH	Val & Sander Reytenbach	X	30.00		30.00
Energy Costs	15/03/2024	Electricity - Rec	EDF Energy	L	109.16	5.46	114.62
Maintenance	15/03/2024	Emergency drain clearance	Jonny's Drains	S	120.00	24.00	144.00
Conveniences cleaning	15/03/2024	Cleaning	Val & Sander Reytenbach	X			
Conveniences Maintenance	15/03/2024	Drains	Jonny's Drains	S	120.00	24.00	144.00
Conveniences energy costs	15/03/2024	Electricity - Public Conveniences	EDF Energy	L	174.78	8.74	183.52
Supplies for meetings	18/03/2024	Coffee and Biscuits	Mrs A C Barlow	X	16.15		16.15
Playground maintenance	19/03/2024	Repairs to play equipment	Banbrook Handyman and Garden Services	X	383.00		383.00
Cleaning	20/03/2024	Cleaning	Val & Sander Reytenbach	X	210.00		210.00
Conveniences cleaning	20/03/2024	Cleaning	Val & Sander Reytenbach	X	500.00		500.00
Repairs	28/03/2024	Streetlighting repairs	UK Power Networks	S	3,100.00	620.00	3,720.00
Dog Bins	28/03/2024	Emptying dog bins	Sevenoaks District Council	S	504.40	100.88	605.28
WiFi	28/03/2024	WiFi Village Hall	Onecom Limited	S	49.94	9.99	59.93
Sundridge Pavilion Renovations	28/03/2024	Deposit for Pavilion Decoration (10%)	S Hadfield Paining and Decorating	X	528.50		528.50
Other grants	28/03/2024	Grant to SVTG	Sevenoaks Volunteer Transport Group	X	150.00		150.00

Year end 24-25 Receipts 1 to 22 April 2024

Sundridge with Ide Hill Parish Council

22 April 2024 (2024-2025)

RECEIPTS LIST

Code	Date	Description	Supplier	Net	Total	
Income Casual	03/04/2024	Village Hall Hire	Crossways Teak Sales	X	110.00	110.00
Income Dance School	09/04/2024	Village Hall Hire	Judith Essex School of Dance	X	1,043.44	1,043.44
Income Nayax	15/04/2024	Toilet Door Income	Nayax Europe UAB	X	197.70	197.70
SDC CIL	19/04/2024	CIL	Sevenoaks District Council	X	9,573.25	9,573.25
			Total		10,924.39	10,924.39

Sundridge with Ide Hill Parish Council

Year 24-25 Payments 1 April to 22 April 2024

Sundridge with Ide Hill Parish Council

22 April 2024 (2024-2025)

PAYMENTS LIST

Code	Date	Description	Supplier	Net	Total
Travel Expenses	15/04/2024	Mileage	Mrs A C Barlow	X 36.45	36.45
Parish mobile telephone	15/04/2024	Mobile	Mrs A C Barlow	S 19.79	3.96 23.75
Software Adobe	15/04/2024	Adobe software	Mrs A C Barlow	S 10.95	2.19 13.14
Subscriptions	15/04/2024	KALC Subscription 24-25	KALC	S 768.95	153.79 922.74
Email address hosting charge	15/04/2024	Email Hosting for 24-25	Vision ICT	S 18.00	3.60 21.60
Parish Zoom account	15/04/2024	Zoom	Mrs A C Barlow	S 11.99	2.40 14.39
Parish WiFi (Clerk)	15/04/2024	WiFi	Mrs A C Barlow	X 10.00	10.00
Annual Parish Meeting - Ide Hill	15/04/2024	Poster Printing for Annual Parish Meeting and Ide Hill Meeting	Mrs A C Barlow	S 47.05	9.41 56.46
Energy Costs	15/04/2024	Streetlighting Electricity Jan to March 24	NPower	S 2,103.77	420.75 2,524.52
Conveniences energy costs	15/04/2024	Electricity Toilets	EDF Energy	L 69.43	3.47 72.90
Playground maintenance	15/04/2024	Repairs to playground at Bowsers Meadow	Banbrook Handyman and Garden Services	X 145.00	145.00
Annual Parish Meeting - Sundridge	15/04/2024	Poster Printing for Annual Parish Meeting and Ide Hill Meeting	Mrs A C Barlow	S 47.05	9.41 56.46
Annual Parish Meeting - Sundridge	15/04/2024	Poster artwork for Annual Parish Meeting	Curious Doodler	X 100.00	100.00
Cleaning	19/04/2024	Cleaning	Val & Sander Reytenbach	X 180.00	180.00
Conveniences cleaning	19/04/2024	Cleaning	Val & Sander Reytenbach	X 500.00	500.00

To be paid @ 23 April 2024

Sundridge with Ide Hill Parish Council

22 April 2024 (2024-2025)

PAYMENTS LIST

Code	Date	Description	Supplier	Net	Total
Cleaning	22/04/2024	Additional Clean SVH	Val & Sander Reytenbach	X 30.00	30.00
Sundridge Pavilion Renovation	22/04/2024	Final payment for Pavilion decoration	S Hadfield Paining and Decorating	X 2,557.00	2,557.00
Travel Expenses	23/04/2024	Mileage	Mrs A C Barlow	X 34.22	34.22
Supplies for meetings	23/04/2024	Coffee and Biscuits	Mrs A C Barlow	X 23.00	23.00
Volunteer Expenses	23/04/2024	Silky saw blades	Dominic Rossi	S 116.25	23.25 139.50
Annual Parish Meeting - Ide Hill	23/04/2024	Food for Ide Hill Event	Mrs A C Barlow	X 115.55	115.55
Conveniences Maintenance	23/04/2024	Drains	Jonny's Drains	S 120.00	24.00 144.00
Energy Costs	23/04/2024	Electricity	EDF Energy	L 216.50	10.82 227.32
Total				3,212.52	58.07 3,270.59

11. Ide Hill

To discuss and agree next actions with regard to:

11.1 Stubbs Wood

- To receive an update on the Aztech work

From: Aztech Group South East Ltd <aztechgroupse@outlook.com>

Date: 9 April 2024 at 19:02:41 BST

To: clerk@sundridgewithidehill-pc.gov.uk

Subject: Re: Stubbs Wood

Hi Amanda

I walked it earlier on and the conditions are still very wet.

We need to finish extracting the brash from hanging bank side before I can do any path re instatement .

I'm hoping to be able to get the forwarder back up to site in a week or so if the weather stays like this.

Once all the brash is cleared, we will rake the site and burn the rest. Once I've finished all machine movements all footpaths will be cleared and railings put back up.

We have had men onsite for 4 days already getting all the Rhododendron cutting underway. There are a couple of sections we are in able to get our tracked chipper to, so we will be stacking the brash to rot down in those sections.

Once we have got the cutting done I will be getting our man onsite to spray.

I'll look at all those W3W locations tomorrow and see how they match up with the maps provided on the tender document.

Many thanks

Adam Ashworth

Director

Aztech Group SE Ltd

07717 546457

Sundridge with Ide Hill Parish Council

- To receive feedback on the Ide Hill Information Event

Very successful with over 80 attendees, Cllr Fribbens speech below:

This is an informal information meeting for residents of Ide Hill to get updates on the work being done in

- Stubbs Wood
- Goathurst playground
- The pre-application mast letter
- The toilets
- KCC Highways requests.

Although councillors are here, this is an opportunity for you to discuss issues informally with one another and other involved parties. We hope that it is useful and that you will stay to enjoy the snacks and refreshments provided. Any specific issues raised will be passed for consideration either at the next Sundridge with Ide Hill full council meeting or at the next Ide Hill Amenities Committee meeting. I would appreciate it if you would allow me to provide you with the information I have prepared, holding comments and feedback for after I have finished.

Unfortunately, due to illness, our woodland consultant, Tim Saunders, is unable to join us which is a pity as we would have loved for him to give his independent insight into the work being carried out in Stubbs Wood. However, he has asked us to advise you that the work was mandated under the current 5-year Stubbs Wood Management Plan which was prepared under UK Government Forestry Standard guidelines and approved by the Forestry Commission. Adherence to the plan is required to enable the PC to receive a Countryside Stewardship grant from the Rural Protection Agency each year to go towards the activities laid out in the plan. Tim confirmed that all work is to be carried out under the UK Forestry Standards and they were strictly adhered to by the contractor. The plan was prepared 6 years ago and is reaching the end of its current term. Due to delays, Covid-19 and an abortive first contract, the work required to maintain the woods, and continue to receive the grant was severely behind schedule and needed to be done before the end of the plan period, the end of 2024.

Tim also advised whilst coppicing can take place in the summer, this was not feasible at Stubbs Wood as it is an SSSI (Site of Special Scientific Interest) and BEST practice is to coppice before 1 March so not to disturb nesting birds, dormice and other woodland animals. However, according to the Met Office, this winter has been one of the wettest on record in the South East. England suffered 192% more rainfall in February; then 162% more rainfall in March, compared to the long-term average. The region most impacted by this excessive rainfall was Southern England, which recorded its wettest February on record (239% above the long-term average). By 5th January, south-east England had received 2/3rds of its average monthly rainfall. In both February and March, Kent had received its average monthly rainfall by mid-month and it continued for the rest of each month. Consequently, work had to be stopped because of flooding and impassable access.

Our contractor, appointed after a formal tendering process prepared by our consultant, is a local woodland specialist with the necessary equipment to work in the challenging environment of Stubbs Wood. You may recall the previous attempt by the PC to engage a contractor who used less intrusive equipment. That was subsequently a failure. It is an unfortunate fact that heavy machinery, which causes disruption, is a necessity to carry out this work. However, as a part of the contract, making good the bridleways and footpaths is acknowledged by the contractor and is already under way. Further machinery movement will be needed to clear the remaining felled wood and move some brash as well as making good the public access ways and will be done with appropriate signage to protect residents and visitors using the woods.

A new Management Plan will be prepared in accordance with UK Forestry Standards guidelines. This involves the contributions of the public and we will not only have interested residents and the

Sundridge with Ide Hill Parish Council

Stubbs Wood Advisory Group involved in preparation of the plan but also consult with the local community on the details of the plan.

We thank our volunteers who are an essential part of our efforts to manage the woodland and who, through their efforts, keep the overall costs down and deal with issues within their capabilities in a timely manner. If anyone would like to join the volunteers please speak to Dominic Rossi.

Moving on to other matters, we have been asked to inform residents of a pre-application letter we have received from Clarke Telecom regarding their wish to place a telecommunications mast in Stubbs Wood. Following previous discussions with the PC and residents, they have chosen a location in the Old Car Park at the corner of Wheatsheaf Hill and Gracious Lane (currently being used for wood extraction). This location is deemed to offer the best coverage and least visual impact. Given the need for multiple network suppliers, the tree height, and the lines of sight to other masts, the mast needs to be a 30metre high, lattice structure, painted a dark green. Although this may be partially visible to some residents, the Parish Council feels this is the best option on the understanding that improved coverage will be available to all residents of Ide Hill and Sundridge. The PC awaits confirmation of this. The letter allows for comments from residents prior to Clarke Telecom's formal application to SDC. It can be forwarded to any of you who wish to comment by the Clerk so please give her your email address.

Some residents have expressed concerns about traffic in the village and I note yet another car has tried to take a shortcut on Wheatsheaf Hill. The PC met with representatives of KCC Highways last year and submitted a series of requests for both Sundridge and Ide Hill. To date they have not formally responded to these requests and have recently advised the PC that the Highways team is being reorganised and therefore they apologise for delays in response which may take a further 6 months. We will continue to pursue these requests.

The group of volunteers fundraising for a new playground and exercise trail for all ages on Goathurst Common Rec ground have so far raised over £16000 of their target £65000. Efforts are intensifying to apply for grants from SDC, the National Lottery and local organisations. The hope is for the work to take place in 2025. If anyone can offer assistance, especially with regard to grants and fundraising please contact me or Alex Ingham of the Friends of Goathurst Common.

Finally, the Ide Hill Toilets. These continue to be a drain (sorry for the pun) on the funds of the PC. Basically, you are all paying for visitors to have a wee! We have increased the entrance fee but still will remain short so we will continue to look for additional ways to fund the toilets. As well as grants, we are looking at sponsorship and advertising so we can keep this facility open. In the meantime, we are experimenting with different paper which breaks down more easily, asking the plumber to improve the speed of the flush cycle and will be installing baby change facilities with a nappy bin to attempt to reduce the number of blockages

I would now like to open the meeting up for a general discussion. As I mentioned, practical comments and complaints will be taken for discussion at subsequent Parish Council meeting as resolving them here may not be possible. There are also sources of information and background to some of the subjects I have mentioned, of which our Clerk, Amanda Barlow, has details.

Sundridge with Ide Hill Parish Council

- Volunteer Insurance

-----Original Message-----

From: Richard Don <=>

Sent: 28 March 2024 11:16

To: Martyn Fribbens <martyn@fribbens.com>

Cc: Amanda Barlow <clerk@sundridgewithidehill-pc.gov.uk>

Dear Martyn,

I noted from the minutes of meetings and now Amanda's letter to me that the PC voted not to change the generic Volunteers Policy as I requested, but gave no reasons for that decision.

Given that decision, please confirm on behalf of the Parish Council that for the purposes of the PC's generic volunteer policy, all work by the volunteers is automatically 'authorised', so long as the volunteers are 'qualified to do the work' (they have all been signed off by the PC) and the work is 'included in the Management Plan'.

I hope you will be able to confirm this at the Ide Hill Amenities Committee on 2nd April.

Kind regards,

Richard

Sent from my iPhone

Richard Don,

11.2 Public Conveniences

- To review options to eliminate drainage issues and renovations

The toilets have had some issues with blocking. The plumbers suggested using a higher grade paper which has now been ordered and are going to quote to change the flushing systems so the flush has less of an interval. The PC is also considering a baby change (in the Ladies) with a nappy bin .

11.3 Ide Hill Grant

- To discuss applying for a grant from the Ide Hill Community Shop

APPLICATION TO RECEIVE A DONATION FROM IDE HILL SHOP CIC 2024

Your application must be sent to idehillvolunteers@gmail.com by 31st May 2024

Name		Year 2024
Name of organisation/ group		
Your position in that group eg Leader/ Secretary		
Amount requested	£	
- Is this the full amount of the project?	Yes/No	
- If NO, what is the total cost of the project?	£	Is the rest of the project fully funded?
Statement of Need. What will the money be spent on?		Max 150 words
Why is this important to your group		
How will it benefit the Community?		
When will the donation be spent		Expected completion date of the project

For Panel Award use only

Donation granted

Full/ Part/ No

Conditions

12. Sundridge

12.2 Sundridge Recreation Ground

Update on renovations

The pavilion has been decorated inside and looks very good. There is still rubbish etc outside and Members will need to consider the appearance of the pavilion

Sundridge with Ide Hill Parish Council

12.4 Bowers Meadow

Update on playground repairs following the Playground Inspection

From: Karen Wainwright <karen.wainwright@playinspections.co.uk>
Sent: 08 April 2024 14:23
To: clerk@sundridgewithidehill-pc.gov.uk
Subject: Inspection on replacement crossbar - Sundridge and Ide Hill Parish Council

Good afternoon Amanda,

After checking with my director regarding a Post Installation Inspection on your newly installed replacement crossbar on your swing set at Bowers Meadow, he said that it shouldn't really be necessary but he asked if there is a reason you are asking for this please as we wouldn't usually do one on something like this?

I look forward to hearing back from you.

Best Regards,

Karen Wainwright
Sales & Administration Coordinator

From: John Ban brook <john.banbrook@hotmail.co.uk>
Sent: 04 April 2024 15:23
To: clerk@sundridgewithidehill-pc.gov.uk
Cc: Vikki Allgood <vikki.allgood@sundridgewithidehill-pc.gov.uk>
Subject: Re: Annual Inspection reports- Bowers Meadow, Camberwell Recreation Ground & Goathurst Common

Hi Amanda

The bottom step to the infant slide is now repaired, invoice to follow, I have asked Eloise Young of the play ground inspection company to arrange for a quote to be sent to you for the inspection of the infant and junior swings, could you please review and process advising me once this is agreed so I can arrange the inspection date.

Regards

John
Sent from my iPhone

12.5 Sundridge Reserve Burial Ground

No update. – awaiting the PCC discussions with the National Trust.

13. Highways

To receive update from the Highways Steward

From: Nigel.Rowe@kent.gov.uk <Nigel.Rowe@kent.gov.uk>

Sent: 10 April 2024 09:59

To: clerk@sundridgewithidehill-pc.gov.uk

Cc: john.evans@sundridgewithidehill-pc.gov.uk; martyn.fribbens@sundridgewithidehill-pc.gov.uk;

Nick.Chard@kent.gov.uk

Subject: RE: Sundridge with Ide Hill Parish Council

Hi Amanda,

I hope you are keeping well. I do apologise for the delay of some updates.


So, with regards to item 1 where you have expressed a concern over the crossroads. I raised this with Toby Butler who advised as follows:

NR – 10/4/24 You brought to our attention your concerns over the crossing provisions at the crossroads on Main Road, Sundridge. I have run this past TB to see what his initial thoughts are and he has advised that the crossings at the junction are uncontrolled and not part of the traffic light sequence, so there is no managed gap in traffic to allow pedestrians to cross. It is not something we can achieve by holding traffic on red for longer, as we would need to provide an indication to waiting pedestrians of their opportunity. There is then complication that slower people may be unable to complete the crossing before traffic receives a green light.

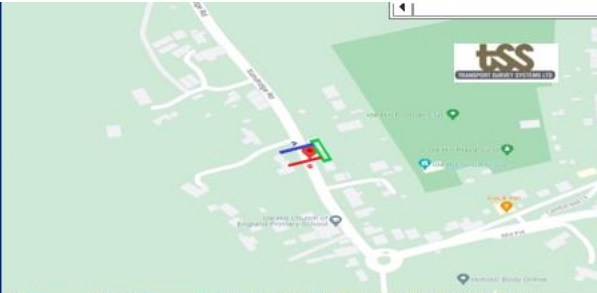
He further advises that to provide a proper controlled crossing facility is likely to be possible but will require a full design and modelling to assess the impact on traffic. There would have to be a full all red period for vehicles, which would add delay at the junction and also moving the stop lines back from their current positions. Therefore this is going to be a major scheme to adjust the layout and add the necessary signal equipment to accommodate the safe facilities with a considerable cost, possibly in excess of £150k.

This obviously raises a question on how you would like to proceed here. Unfortunately, the site does not fall into our category of a CRM site (crash remedial measures) so funding from us would not be possible. Happy to chat further on this if you wish.


We have carried out some ATC traffic surveys and the resulting headlines are as below:



ATC Traffic Analysis Report





Author:	Transport Survey Systems
Contract:	Kent County Council
Job Number:	KEN2146
Location:	Location 3
Road Name:	Sundridge Road
District:	Sevenoaks
Coordinates:	X 548529, Y 151938
Start Date:	07.11.2023
End Date:	13.11.2023
Speed Limit:	30 mph




TSS carried out a 7-day ATC on Sundridge Road commencing the 07/11/23. The number of vehicles exceeding the speed limit of 30mph was 1124 which is 13.57% of the total vehicles recorded in both directions which was 8286. There were no issues recorded during the 7-day survey.

Sundridge Road (30mph speed limit)							
Direction	Number of Vehicles	Average speed over 7 days	85 percentile speeds	Percentage of vehicles complying with the 30mph speed limit	Percentage of vehicles under enforcement threshold of 35mph	Percentage of vehicles complying with a proposed signed only 30mph speed	Percentage of vehicles complying with a proposed signed only 30mph speed
N1	4327	23.5mph	29.4mph	87.7% (3794)	97.7% (4227)	87.7% (3794)	87.7% (3794)
S0	3959	23.7mph	30mph	85.1% (3368)	97.3% (3851)	85.1% (3368)	85.1% (3368)

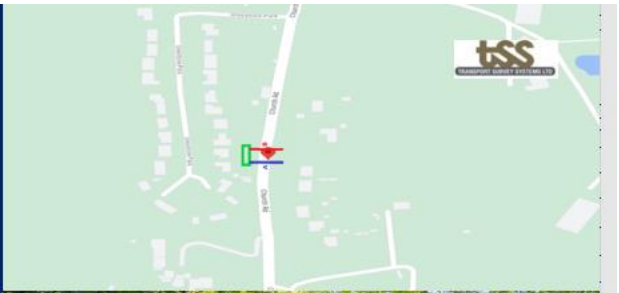
Here we are showing very good compliance with the existing 30mph limit, so no further action would be necessary.





ATC Traffic Analysis Report



Author:	Transport Survey Systems
Contract:	Kent County Council
Job Number:	KEN2146
Location:	Location 1
Road Name:	Church Rd SOUTH
District:	Sevenoaks
Coordinates:	X 548434, Y 154577
Start Date:	07.11.2023
End Date:	13.11.2023
Speed Limit:	30 mph








TSS carried out a 7-day ATC on Church Rd SOUTH commencing the 07/11/23. The number of vehicles exceeding the speed limit of 30mph was 5407 which is 54.05% of the total vehicles recorded in both directions which was 10003. There were no issues recorded during the 7-day survey.

Church Rd SOUTH (30mph speed limit)							
Direction	Number of Vehicles	Average speed over 7 days	85 percentile speeds	Percentage of vehicles complying with the 30mph speed limit	Percentage of vehicles under enforcement threshold of 35mph	Percentage of vehicles complying with a proposed signed only 30mph speed	Percentage of vehicles complying with a proposed signed only 30mph speed
N0	5635	30.6mph	36.1mph	48% (2705)	80.4% (4528)	48% (2705)	48% (2705)
S1	4368	30.9mph	36.5mph	43.3% (1891)	77.2% (3372)	43.3% (1891)	43.3% (1891)



Here we are showing good overall compliance but the 85th %ile is showing slightly over the police prosecution threshold. I have referred this over to my colleagues in Planning and Advice to ascertain if any further measures are needed.

ATC Traffic Analysis Report



Author:	Transport Survey Systems
Contract:	Kent County Council
Job Number:	KEN2146
Location:	Location 2
Road Name:	Church Rd NORTH
District:	Sevenoaks
Coordinates:	X 548488, Y 155136
Start Date:	07.11.2023
End Date:	13.11.2023
Speed Limit:	30 mph

TSS carried out a 7-day ATC on Church Rd NORTH commencing the 07/11/23. The number of vehicles exceeding the speed limit of 30mph was 3950 which is 31.43% of the total vehicles recorded in both directions which was 12569. There were no issues recorded during the 7-day survey.

Church Rd NORTH (30mph speed limit)							
Direction	Number of Vehicles	Average speed over 7 days	85 percentile speeds	Percentage of vehicles complying with the 30mph speed limit	Percentage of vehicles under enforcement threshold of 35mph	Percentage of vehicles complying with a proposed signed only 30mph speed	Percentage of vehicles complying with a proposed signed only 30mph speed
N0	6873	26.9mph	32.6mph	71.9% (4943)	91.7% (6304)	71.9% (4943)	71.9% (4943)
S1	5696	27.9mph	33.4mph	64.5% (3676)	90.7% (5165)	64.5% (3676)	64.5% (3676)

Again, here we are showing good overall compliance with the posted speed limit and therefore no further action is needed.

Hope the above all makes sense. I am more than happy to discuss any of the points raised if you wish.

Many thanks and best wishes

Nigel

Nigel Rowe | Community Engagement Officer (West) | Road Safety & Active Travel Group | Highways, Transportation & Waste | Kent County Council |

03000 41 81 81|www.kent.gov.uk/highways

Sundridge with Ide Hill Parish Council

From: Mike.Payton@kent.gov.uk <Mike.Payton@kent.gov.uk>

Sent: 15 April 2024 09:26

To: clerk@brastedpc.kentparishes.gov.uk; louise.clerk@chiddingstone.org; cowdenpc@orange.net; crockenhillpc@btinternet.com; fawkhampc@gmail.com; hksdpc@tiscali.co.uk; kemsingpc@tiscali.co.uk; Louise.leighclerk@hotmail.com; clerk@otfordpc.co.uk; d.divall@btinternet.com; wealdparishclerk@btinternet.com; office@westerhamtowncouncil.gov.uk; wkpcclerk@gmail.com; info@acrpc.org.uk; clerk@cheveningparishcouncil.gov.uk; cowdenpc@orange.net; clerk@duntongreenpc.org.uk; townclerk@edenbridgetowncouncil.gov.uk; farninghamparishcouncil@googlemail.com; halsteadparishclerk@gmail.com; mail@hartleyparishcouncil.org.uk; clerk@hever.org; tracy@hextableparishcouncil.com; Clerk@knockholtparish.org.uk; clerk@riverheadparishcouncil.org.uk; info@eynsfordparishcouncil.org.uk; office@hksdparishcouncil.co.uk; clerk@badgers-mountpc.kentparishes.gov.uk; council@sevenoakstown.gov.uk; clerk2012@shorehamparishcouncil.gov.uk; clerk@sundridgewithidehill-pc.gov.uk

Cc: Roger.Gough@kent.gov.uk; Nigel.Rowe@kent.gov.uk

Subject: Sevenoaks Stewards and Engineer 2024 - Parish Meeting

Good Morning All

I am just dropping you a quick email to let you know that we are currently in the middle of a number of staffing changes, including the retirement of our current Highway Engineer, Allan Gibbons, on the 10th May 2024 and his replacement with one of the current Highway stewards, Simon Hawkins effective from now.

This means that we are having a reshuffle of our highway stewards and so we will not be arranging for any parish meetings until the reshuffle is complete. This may take up to 6 months, so please can I ask you to bear with us, until the staffing arrangements have been finalised.

Many thanks

Mike



Mike Payton FIHE. | Sevenoaks Highway Manager | Highways Asset Management | Kent County Council | www.kent.gov.uk | Telephone 03000 418181 | for further details of roadworks across Kent visit <https://one.network/>

14. Items for noting

14.1 Annual Parish Meeting – 29 April 2024

14.2 Sundridge and Ide Hill Housing Needs Survey

From: Tessa O'Sullivan <Tessa.O'Sullivan@ashford.gov.uk>

Sent: 10 April 2024 13:59

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

Cc: Kirsty McHattie <Kirsty.McHattie@ashford.gov.uk>

Subject: Sundridge and Ide Hill Housing Needs Survey

Hi Amanda

Following our communications towards the end of last year, I'm contacting you with the survey details; as you're aware, it's due to go out on 7th May. I have attached the following:

- The outgoing postcard which will be posted to all households in the parish giving online links for survey completion and details for obtaining a paper survey if required.
- A paper copy of the housing needs survey for people who can't/don't want to respond online and a covering letter. We would ask you to hold some paper copies so that people can get one from you if they need it, we'll also supply pre-paid envelopes for their return to us. They can also call us and we can post a survey to them.

Please could you let me know the following:

- Are you happy with your contact details on the postcard so that people can obtain a paper copy from you? If so, is there anything you'd like to add or amend?
- Do you know of a friendly local shop/post office that might be willing to put a few surveys out for people to take?
- Do you have any local social media that could post details of the survey on?
- We can send you posters to display locally, would you be able to put some up please or could you suggest where/who we could send some to?
- Would you like any amendments to the wording of the postcard/covering letter?

As much promotion as possible is good to get responses to the survey, so if you can think of anything else we could do locally, please let me know. I've copied in my colleague Kirsty who will be able to send you social media content and/or posters. We can also post ourselves on Facebook groups if there are any.

I hope this is not too much to ask. Many thanks for your help.

Kind regards

Tessa O'Sullivan

Rural and Community Housing Manager

RACE (Rural and Community Housing Enabling) Tel: 07825967570



ARE YOU, OR A MEMBER OF
YOUR FAMILY STRUGGLING
TO FIND AFFORDABLE
HOUSING LOCALLY?

OR

ARE YOU AN OLDER PERSON
NEEDING TO MOVE FROM
YOUR CURRENT HOME?

THEN OUR LOCAL HOUSING SURVEY NEEDS YOU!



The Rural and Community Housing Enabling service (RACE) is an independent service for Kent, working in partnership with Communities, Parish Councils and Local Authorities to deliver local needs housing.

Return address: RACE, Kent Housing Group, Civic Centre, Tannery Lane, Ashford, TN23 1PL

Meeting local housing needs



We are working with **Sevenoaks District Council** and **Sundridge with Ide Hill Parish Council** to undertake a housing needs survey to find out whether any residents of Sundridge and Ide Hill need **affordable housing** locally. This might be due to living in insecure/expensive private rented housing, a young person unable to move from the family home or essential workers who have had to move away to find cheaper housing elsewhere.

The survey also seeks to understand whether there are **older people**, including current **homeowners** who need alternative housing, maybe because their present home is too large or unmanageable but want to remain in the area



The findings of the survey would ensure that any new development would provide the type of homes that are required. The results will be published on the Parish Council's website.

If you or any family members need alternative housing, even if they have had to move away, please complete the survey online at <https://online1.snapsurveys.com/sun> or scan the QR code above. **If you are unable to respond online or would prefer to complete a paper survey, you can:**
Call the Parish Clerk on 07495 962372 or email: clerk@sundridgewithidehill-pc.gov.uk
or Contact RACE on 07880 151872. **Please respond to this survey by the 12th June 2024**



If a need for this type of housing is identified, we will work with your Parish Council to find a suitable site for a small development of less than 10 homes; any ideas would then be presented at a consultation event so that all residents can give their views.

To learn more about RACE and local needs housing go to www.kenthousinggroup.org.uk/race



SUNDRIDGE AND IDE HILL HOUSING NEEDS SURVEY

May 2024

Dear Sundridge with Ide Hill Parish Resident,

The Rural and Community Housing Enabling service (RACE) is working with Sevenoaks District Council and Sundridge with Ide Hill Parish Council to establish whether there is a need for affordable housing **and/or** housing for older residents, including current homeowners, in the parish.

It is widely recognised that people living on low or even average incomes can face real difficulties trying to find a secure and affordable home in the area where they live and/or work in. RACE is undertaking the survey to understand what the local housing need is and how local people can be supported to stay close to their support networks, work or education.

We also know that some older people, including homeowners, can struggle to find alternative housing that better suits their needs whilst enabling them to remain in their community.

This survey is designed to see if such housing is needed in the parish for people with strong local connections (the local connection criteria can be seen at Q6 of the survey form).

If you or anyone in your household has a housing need, even if they've had to move away to find housing elsewhere, please complete and return this survey by the **12th June 2024**. Households might be single people, couples or families. **It is only necessary to complete this survey if you feel you are in housing need.** Please complete one survey per household in housing need. The survey should take no more than 15 mins to complete.

The findings of the survey will be produced in a report and published on the Sundridge with Ide Hill Parish Council website: www.sundridgewithidehill-pc.gov.uk

Instructions for returning the survey are at the end of the form.

Thank you. Your input is important and appreciated.

RACE (Rural and Community Housing Enabling)

www.kenthousinggroup.org.uk/race 07825 967570

14.3 Correspondence

14.3.1 General

1. Sevenoaks District Council: Volunteer litter picker is recognised with award
2. Sevenoaks District Council: Council weighs up Local Plan consultation result
3. Sevenoaks District Council: Council secures £600k to help White Oak go greener
4. Sevenoaks District Council: Protection Order approved to tackle anti-social behaviour.
5. Sevenoaks District Council: Views sought on exciting proposals for Sevenoaks town
6. Sevenoaks District CPRE committee annual report
7. Laura Trott MP - National Highways correspondence - NEAR stakeholder letter (Case Ref: LT27688)
8. KALC NEWS APRIL 2024
9. GACC DCO News Number 3

14.3.2 Kent Police

Community events attended and next month's events – PC Wilson

Good work story/stories

PC WILSON and PC COSTIN conducted a speed watch on the A21 between Breasted and Sundridge, this was conducted from members of the public who are concerned about speeding In the area a number of drivers were dealt with accordingly.



Good work story/stories

Two sus males had been seen in Westerham, smoking something that did not smell like tobacco. They were stop searched both and quantity of cannabis was taken from both of them and they were dealt with accordingly.



Good work story/stories

PC WILSON had information from members of the public about a suspicious placed motor bike down in the playing fields in Westerham. Had gone down ran checks on the vehicle. Had come back as stolen from Met. Bike was recovered awaiting forensics.



Good work story/stories

PC WILSON and PC COSTEN attended a senior coffee morning talking to residence about concerns they have in the area.



15. Dates of next meetings

Annual Parish Meeting Monday 29 April 2024 at 7.00pm – Sundridge Village Hall

Annual General Meeting and Full Council Meeting: Monday 20 May 2024 at 7.45pm – Sundridge Village Hall