

# PARISH COUNCIL OF SUNDRIDGE WITH IDE HILL

**AMANDA BARLOW**  
Clerk to the Council

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

*Cllrs Allgood, De Bono, Evans, Fribbens (Chair), Manley and Miller*

I hereby invite you to attend a Meeting of the Parish Council to be held in the hall at **Ide Hill Village Hall** at **6.30 p.m. on Thursday 23 January 2025** to transact the undermentioned business.



Clerk 20 January 2025

## AGENDA

1. To receive apologies and reasons for absence.
2. To receive declarations of personal, prejudicial and disclosable pecuniary interests on items on the agenda and updates to members' register of interests.
3. **A Public Open Session.** Members of the public will be welcome to address the Parish Council with any local concerns they have related to Ide Hill amenities. Please note this item will be limited in time at the discretion of the Chairman.
4. To consider, and approve if appropriate, which agenda items are sufficiently confidential as to warrant exclusion of members of the press and public under the provisions of The Public Bodies (Admission to Meetings) Act 1960
5. To agree the minutes of the meeting held on 7 October 2024 and matters arising not covered under Agenda Items.
6. Stubbs Wood
  - 6.1 Aztech Contract
  - 6.2 Management Plan
  - 6.3 Overhanging and dangerous trees on York's Hill
  - 6.4 Footpath off Hanging Bank
  - 6.5 Stubbs Wood Volunteers
  - 6.6 Stubbs Wood Account at 31 December 2024
  - 6.7 Stubbs Wood Budget 2025-26
7. Ide Hill Public Conveniences
  - 7.1 Sundries in facilities
  - 7.2 Opening times
  - 7.3 Ide Hill Public Conveniences 2025-26
8. Ide Hill Recreation and Green
  - 8.1 Ide Hill Recreation Ground
  - 8.2 Ide Hill Recreation & Green Budget 2025-26
9. Goathurst Common
  - 9.1 Goathurst Common Playground Project
  - 9.3 Budget for Goathurst Common 2025-26
10. Streetlighting in Ide Hill
11. Highways
12. Request for Access from a resident
13. Date of next meetings

**AGENDA Papers**

1. To receive apologies and reasons for absence.
5. To agree the minutes of the meeting held on 7 October 2024 and matters arising not covered under Agenda Items.

**Ide Hill Amenities Committee**  
**Minutes of a meeting held at Ide Hill Village Hall**  
**on Monday 7 October 2024 at 6.00pm**

**Present:** Cllrs Allgood, Fribbens (Chair) and Manley  
**In attendance:** 2 members of the public, Cllr John Evans (Chair of Parish Council)  
Mrs A Barlow (Clerk)  
**Apologies:** Cllr Miller, Cllr De Bono

1. To receive apologies and reasons for absence.

Apologies were received and accepted from Cllrs Miller and De Bono.

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

None.

6. **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

Domnic Rossi asked about the Stubbs Woods account and the Members and Clerk explained how the monies allocated from the Parish Council are used.

Tree Survey – Dominic Rossi asked if Cllr Evans could attend a working party meeting to help deal with the matters arising in the tree survey.

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

**Members resolved to discuss Agenda Item 10.1 in confidence.**

8. To agree the minutes of the meeting held on 1 July 2024 and matters arising not covered under Agenda Items.

**Members resolved to agree the minutes of 1 July 2024 as a true record.**

**5.1 Highways** – Cllr Fribbens advised that he had met with Highways along with a Member from the Sundridge ward. They discussed the 20mph scheme in Ide Hill and it would cost around £10,000. Provided the Parish Council with a speed toolkit along with some posters and stickers which are available to residents. The Parish Council had submitted a Highways Improvement Plan (HIP) however they require a new HIP to be submitted due to a change of structure in Highways.

9. Stubbs Wood

**6.1 Aztech Contract**

Cllr Fribbens advised that the contract ended on 30 September 2024.

The Clerk advised that she has asked Aztech to clear up the car park prior to the cycle race on Sunday 13 October 2024.

**Members discussed the remaining work and resolved to inform Aztech that all the extraction and the reinstatement of the path should be completed by the end of year.**

# PARISH COUNCIL OF SUNDRIDGE WITH IDE HILL

## 6.3 Management Plan

*The SWAG met to discuss the management which does not run out until 2027. They met with Tim Saunders of Silva Woodland Management. The SWAG looked at a possible new plan and compared it with the existing plan.*

*Cllr Manley commented on the suggested revised 5 year management plan. The plan needs to be revised to ensure the Parish Council still receive the RPA grant.*

*The plan will need to be reviewed by Tim Saunders and approved by the Full Council. The plan has been approved by the Forestry Commission and the CSA.*

***Members agreed that the management plan should be passed to Tim Saunders to review.***

***Members agreed that the Clerk should ask All Angles Tree Care to look at the urgent matter.***

## 6.4 Stubbs Wood Account at 30 September 2024

*Noted.*

## 10. Ide Hill Public Conveniences

### 7.1 Vandalism and CCT

*Cllr Fribbens advised that he has asked Lee who does the shop WiFi to look at CCTV. The cost is £1,500.*

***Members agreed that no further action should be taken.***

### 7.2 Accounts at 30 September 2024

*Noted.*

## 8. Ide Hill Green

### 8.1 Memorial Plaques

*Members noted that they will be in place by Remembrance Sunday.*

### 8.2 Benches

*There is one bench that needs be repairing.*

## 9. Playgrounds

### 9.1 Goathurst Common Playground Project

*Cllr Fribbens advised that the Playground Project has now got enough funds to order the playground equipment.*

### 9.2 Ide Hill Recreation Ground Playground

*Cllr Manley inspected the fencing at the recreation ground. The fence posts have rotted and it needs replacing.*

***Members agreed that the fence posts should be replaced.***

## 10. Ide Hill Members

### 10.1 Confidential matter

## 11. Date of next meetings

- 6. Stubbs Wood
  - 6.1 Aztech Contract
  - 6.2 Management Plan
  - 6.3 Overhanging and dangerous trees on York's Hill
  - 6.4 Footpath off Hanging Bank

#### 6.5 Stubbs Wood Volunteers

In preparation for the forthcoming Ide Hill Amenities Committee Meeting on Thursday 23rd January, the volunteers would like to request the PC to agree to fund the purchase of some training and equipment as set out below, all of which the volunteers believe is necessary to enable them to continue to carry out their work effectively in the woods.

As to the silky saws, the volunteers have been short of these for some time, and those they already have now need new blades. It is not possible, so far as is known, to sharpen a silky blade. The loppers are needed to help control new sweet chestnut growth to keep the various views open.

As to the training, you will be aware that the volunteers are hoping to thin all of coupes 1a, 2a and 5a over the next 5 years. This, at 4.83 hectares by hand, is an ambitious target. Adding an additional chainsaw operator, (making three in all) would greatly increase (by 50%) the amount of work which the volunteers are able to carry out. Tony King, who lives in the village, would like to train up for this position. As you will recall, this means undertaking both the basic maintenance and cross-cutting course as well as the more advanced tree felling course, together enabling him to fell trees of up to 380 mm in diameter. Tony would, of course, need to provide and maintain his own chainsaw. A contribution of 50% of the cost of training has been made by the PC in previous cases, and the volunteers hope that this could be repeated on this occasion. Increasing the number of qualified chainsaw operators will greatly improve the chances of volunteers achieving their 5 year thinning target, thus relieving the PC of the cost of having such work carried out by contractors should the work fall behind target.

As to Martyn's email of 9th January reporting the difficulties which Tim Saunders is experiencing in dealing with the Parish Council's instructions, I have raised the matter with SWAG, and spoken with Caroline Lingham, who is currently out of the country on holiday. She is due back at the end of this week. She hopes to be able to come to the Amenities Committee and has some ideas which might be of interest. Also Stephen Palmer has suggested some ways of tackling the deer survey requirement and the lack of any real information about deer numbers.

If there is anything further to report before the meeting, I will let you know, but in the meanwhile, we would be grateful if you were able to consider the volunteers' requests for equipment and training as above and below - it would be great if this could be approved at the meeting (or at the full council meeting on 27th January) given that the bird nesting season will soon be upon us.

Kind regards,

Richard

## PARISH COUNCIL OF SUNDRIDGE WITH IDE HILL

The costs referred to above are as follows:-

2 new silky saws - currently £67.89 each. £135.78.

4 new silky saw blades - currently £50.80 each. £203.20.

4 loppers - currently £28.89 each or £34.99 when the current deal expires - £115.56 or £139.96.

50% contribution to cost of chainsaw training - 50% of approx £1,000.00 (an exact quote is still awaited, but will follow when available) - approx £500.00.

Chainsaw chains - 2 chains per year @ £18.72 for 2 chainsaws would cost approximately £75.00 in total. If another chainsaw is brought into action, then the annual cost would rise to approximately £115.00. If Tony is trained, then 3 chains required now @ £20 each approx. £60.00

Total approx £1,038.94.

Prices approximate to allow for slight variations at point of purchase.

# PARISH COUNCIL OF SUNDRIDGE WITH IDE HILL

## 6.6 Stubbs Wood Account at 31 December 2024 Sundridge with Ide Hill Parish Council

### Stubbs Wood

	Receipts	Ring Fenced	Payments	Payments against ring fenced income
<b>2019/20</b>				
Other Income	200		11,438	11,420
<b>2020/21</b>				
RPA Grant	3,720	3,720	910	910
Other Income				
<b>2021/22</b>				
RPA Grant	3,720	3,720	4,864	4,864
Other Income	1,575			
<b>2022/23</b>				
RPA Grant	3,720	3,720	2,436	1,439
Other Income	1,326			
<b>2023/2024</b>				
RPA Grant	3,720	3,720	10,252	10,069
Other Income	600			
	<b>18,581.40</b>	<b>14,880.00</b>	<b>29,900</b>	<b>28,702</b>
EA Grant		15,000.00		
Total Ring Fenced Income		<b>29,880.00</b>		
Ring fenced income		29,880.00		
less payments		-28,702.00		
<b>Ring fenced income c/f to 2024/25</b>		<b>1,178.00</b>		

### Stubbs Wood Budget @ 31 December 2024

	Receipts	Ring Fenced	Payments	Payments against ring fenced
Carried f/wd from 2023/24		1,178.00		
<b>2024/245</b>				
RPA Grant	4,724		4,447	4,447
Other Income	200			
	<b>4,924</b>	<b>1,178.00</b>	<b>4,447</b>	<b>4,447</b>
Ring fenced income		4,724.00		
c/f ring fenced income		1,178.00		
less ring fenced payments		-4,447.00		
<b>Current ring fenced balance</b>		<b>1,455.00</b>		

# PARISH COUNCIL OF SUNDRIDGE WITH IDE HILL

## Sundridge with Ide Hill Parish Council

20 January 2025 (2024-2025)

### Listing of Receipts in each Code for All Cost Centres

(Between 01-04-2024 and 20-01-2025)

#### Cost Centre Ide Hill - Stubbs Wood

Code Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
<b>120 Income Cycling Clubs</b>											
27	02/10/2024			Unity Trust Bank		Hire of Car park	Catford Cycling Club	X	200.00		200.00
							Income Cycling Clubs		£200.00		£200.00
<b>119 Income RPA</b>											
38	02/12/2024			Unity Trust Bank		RPA Grant	Rural Payments Agency	X	4,724.44		4,724.44
							Income RPA		£4,724.44		£4,724.44
							Ide Hill - Stubbs Wood		4,924.44		4,924.44
<b>TOTALS .....</b>									<b>£4,924.44</b>		<b>£4,924.44</b>

## Sundridge with Ide Hill Parish Council

20 January 2025 (2024-2025)

### Listing of Payments in each Code for All Cost Centres

(Between 01-04-2024 and 20-01-2025)

#### Cost Centre Ide Hill - Stubbs Wood

Code Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
<b>34 Professional Services</b>											
48	10/06/2024			Unity Trust Bank		Invasive Species Work at Stubbs Wood	Aztech Group	S	4,000.00	800.00	4,800.00
58	10/06/2024			Unity Trust Bank		Stubbs Wood consultancy	Silva Woodland Management Limited	S	200.00	40.00	240.00
							Professional Services		£4,200.00	£840.00	£5,040.00
<b>145 Volunteer Expenses</b>											
19	30/04/2024			Unity Trust Bank		Silky saw blades	Dominic Rossi	S	169.95	33.99	203.94
86	23/07/2024			Unity Trust Bank		Fuel and Oil for Stubbs Wood	Dominic Rossi	S	6.77	1.35	8.12
168	15/11/2024			Unity Trust Bank		Chainsaw oil	Dominic Rossi	S	16.62	3.33	19.95
177	21/11/2024			Unity Trust Bank		Fuel and Oil for Stubbs Wood	Dominic Rossi	S	11.26	2.25	13.51
205	17/01/2025			Unity Trust Bank		Fuel and Oil for Stubbs Wood	Dominic Rossi	S	42.15	8.43	50.58
							Volunteer Expenses		£246.75	£49.35	£296.10
							Ide Hill - Stubbs Wood		4,446.75	889.35	5,336.10

## 6.7 Stubbs Wood Budget 2025-26

Last Year 2024-2025						Current Year 2025-2026			
Ide Hill - Stubbs Wood						Receipts		Payments	
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total
33	General Costs			2,000.00					
120	Income Cycling Clubs	200.00	200.00			200.00			
128	Income General								
119	Income RPA	3,700.00	4,724.44			4,700.00			
34	Professional Services			2,000.00	4,200.00				1,000.00
144	Training			500.00					1,000.00
35	Tree Survey			500.00					500.00
145	Volunteer Expenses			500.00	246.75				800.00
<b>SUB TOTAL</b>		<b>3,900.00</b>	<b>4,924.44</b>	<b>5,500.00</b>	<b>4,446.75</b>	<b>4,900.00</b>			<b>4,700.00</b>

# PARISH COUNCIL OF SUNDRIDGE WITH IDE HILL

## 7. Ide Hill Public Conveniences

### 7.1 Sundries in facilities

### 7.2 Opening times

### 7.3 Ide Hill Public Conveniences Budget 2025-26

Last Year 2024-2025					Current Year 2025-2026				
Ide Hill Car Park and Public		Receipts		Payments		Receipts		Payments	
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total
64	Conveniences cleaning			6,000.00	5,030.00				6,000.00
66	Conveniences door pay system								
68	Conveniences energy costs			650.00	906.80				680.00
65	Conveniences Maintenance			250.00	379.28				460.00
67	Conveniences supplies			500.00	272.13				550.00
69	Conveniences water			1,000.00					1,000.00
63	Ide Hill car park (at public conveniences)			200.00					250.00
122	Income Grant								
123	Income Nayax	3,000.00	1,754.77			2,500.00			
71	Miscellaneous Contingency			100.00					150.00
70	Sevenoaks District Council Rates			350.00					370.00
SUB TOTAL		3,000.00	1,754.77	9,050.00	6,588.21	2,500.00			9,460.00

## 8. Ide Hill Recreation and Green

### 8.1 Ide Hill Recreation Green

### 8.2 Ide Hill Recreation and Green Budget 2025-26

Last Year 2024-2025					Current Year 2025-2026				
Ide Hill Recreation Ground and Green		Receipts		Payments		Receipts		Payments	
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total
87	Ground maintenance			250.00					250.00
146	Hedge Cutting			250.00					250.00
153	Ide Hill Green				1,575.00				250.00
88	Playground maintenance			250.00					250.00
SUB TOTAL				750.00	1,575.00				1,000.00



## 9. Goathurst Common

### 9.1 Goathurst Common Playground Project

Schedule of work

28th October - order placement

9th December - pre start meeting

6th January - approval of RAMS

27th January - site set up, removals and base prep

3rd February - installation of equipment

10th February - lay turf, lay surfacing, 2nd fix equipment

17th February - post installation inspection, snag list, handover

March - planting and landscaping

### 9.2 Budget for Goathurst Common 2025-26

Ide Hill - Goathurst		Last Year 2024-2025				Current Year 2025-2026			
		Receipts		Payments		Receipts			Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total
109	Maintenance			500.00	132.00				
152	Playground Equipment			65,000.00	34,337.99				
154	Playground Fundraising	20,000.00	18,275.00						
150	Playground Grant	39,213.00	19,999.00						
SUB TOTAL		59,213.00	38,274.00	65,500.00	34,469.99				250.00

## 10. Streetlighting in Ide Hill

Col.	Road	Location	Colour	Material	Height	Period	Type	Lamp	Wattage	Cell	Feed	Lantern
61	Ide Hill Village	Outside Anchor Cottage	Green	Cast Iron	6m	722	Top entry	L.E.D (B/C)	9.5	SS59	Live	GEC
62	Ide Hill Village	Outside Church	Green	Steel	5m	722	Post top	Son T	70	SS19	Live	Windsor
63	Camberwell Lane	Outside Bankside	Green	Steel	5m	722	Pole bracket	Son T	70	SS9	Live	Philips SGS252
64	Camberwell Lane	Outside No.22	Green	Steel	5m	722	Side entry	Son T	70	SS9	Live	SRL
65	Ide Hill Village	Opposite Village Hall	Green	Steel	6m	722	Side entry	Son T	50	SS9	Live	SRL
66	Gracious Lane	Junction with Nightingale Lane (car park)	Green	Steel	5m	722	Pole bracket	Son T	50	SS9	Live	SRL

## 11. Highways

## 12. Request for Access from a resident

Hello,

Following on from the below email, I have spoken with our builder about placement of the skip, which at present would need to be on the road (Camberwell Lane). As the road is not large and there is always parking pressure, would the Council agree to the skip being put either on the track from the road to the recreation ground, or just inside the gate to the recreation ground? (Out of the way in any case.) Whenever material is moved to/from the skip, we could use track mats to protect the ground.

Thanks  
Jeff

**From:** Jeff Mashburn <  
**Sent:** 06 January 2025 12:08  
**To:** [clerk@sundridgewithidehill-pc.gov.uk](mailto:clerk@sundridgewithidehill-pc.gov.uk)  
**Subject:** Access for building works

Good morning,

My name is Jeff Mashburn, and I live at 3 Camberwell Lane, Ide Hill. Some of the Councillors might remember me as I did some landscape gardening at the pre-school and worked with the Stubbs Wood volunteers in the past.

My wife and I are having a single-storey rear extension built at the back of our property, but as we are a mid-terrace house we have no direct access to our own back garden from the street (except through our neighbour's garden, though this is very restricted). Many of the materials will be taken through our house via the front door, but it would be incredibly helpful to have temporary access to the recreation ground to move a small mini-digger (1m width) from the track off Camberwell Lane to our garden. We will of course use track mats to protect the ground and, once the digger is in our garden, it will stay there until the works are completed.

Would it be possible to borrow a key for the gate to the recreation ground? We are hoping to begin the project on the 13<sup>th</sup> of January, though the date for bringing the mini-digger on site has not yet been decided.

Our builder is Donald Wennink, who lives near Goathurst Common. If you have any questions or concerns, please do not hesitate to contact me (07720 878 653) or Donald (07570 114 713).

Many thanks,  
Jeff

## 13. Date of next meetings