

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

I hereby summon you to attend a Meeting of the Parish Council to be held in the VILLAGE HALL, **SUNDRIDGE** commencing at **7.30.m. on Monday 19 May 2025** to transact the undermentioned business.



Clerk 15 May 2025

AGENDA

1. Annual General Meeting

- 1.1 To elect a Chair.
- 1.2 To elect a Vice-Chair.
- 1.3 To sign the Declaration of Office
- 1.4 To elect Committee Members.
- 1.5 To elect Committees Chairs
- 1.6 Appointment of Members to the Areas of Responsibility:
- 1.7 Appointment of Representatives of the Parish Council on Outside Bodies

2. To receive apologies and reasons for absence.

3. To receive declarations of personal, prejudicial and disclosable pecuniary interests on items on the agenda and updates to members' register of interests. Members to update their Register of Business Interest forms

4. Report from County Councillor

4.1 Covers Farm

5. Report from District Councillor

5.1 Annual Report from Councillor Robinson

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

7. Vacancy for Member representing Ide Hill ward

8. To approve as a correct record the **Minutes** of the Parish Council meetings held on 28 April 2025

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

10. Finance, Personnel & Governance items

10.1 To agree the items received, paid and payable

10.2 Grant requests

10.2.1 Citizen Advice Bureau

10.3 Audit Matters

11. Ide Hill

To receive an update on the Ide Hill Assets and make any decisions regarding allocation of funds and next actions, if appropriate.

11.1 Ide Hill Assets

11.1.1 Stubbs Wood

11.1.2 Ide Hill Public Conveniences

11.1.3 Goathurst Common Playground

11.1.4 Scout Hut Wayleave Agreement

12. Sundridge

To receive an update on the Sundridge Assets and make any decisions regarding allocation of funds and next actions, if appropriate.

12.1 Sundridge Assets

12.1.1 Sundridge Village Hall

12.1.2 Sundridge Recreation Ground

12.2 Sundridge & Brasted Social Club

12.3 Sundridge Reserve Burial Ground

13. General Items

To receive an update and make any decisions regarding allocation of funds and next actions, if appropriate.

13.1 Streetlighting

13.1.1 Damage to Streetlight

13.1.3 To note list of streetlights and those requiring repair

13.2 Grass cutting

13.2.1 To agree a date to meet the CS Landscape Manger to discuss:

- Bowsers Meadow
- Sundridge Recreation Ground
- Goathurst Common

13.3 Events and Celebrations

13.3.1 Feedback on Annual Parish Meeting, Spring Walk and VE Day Tea

14. Dates of next meetings

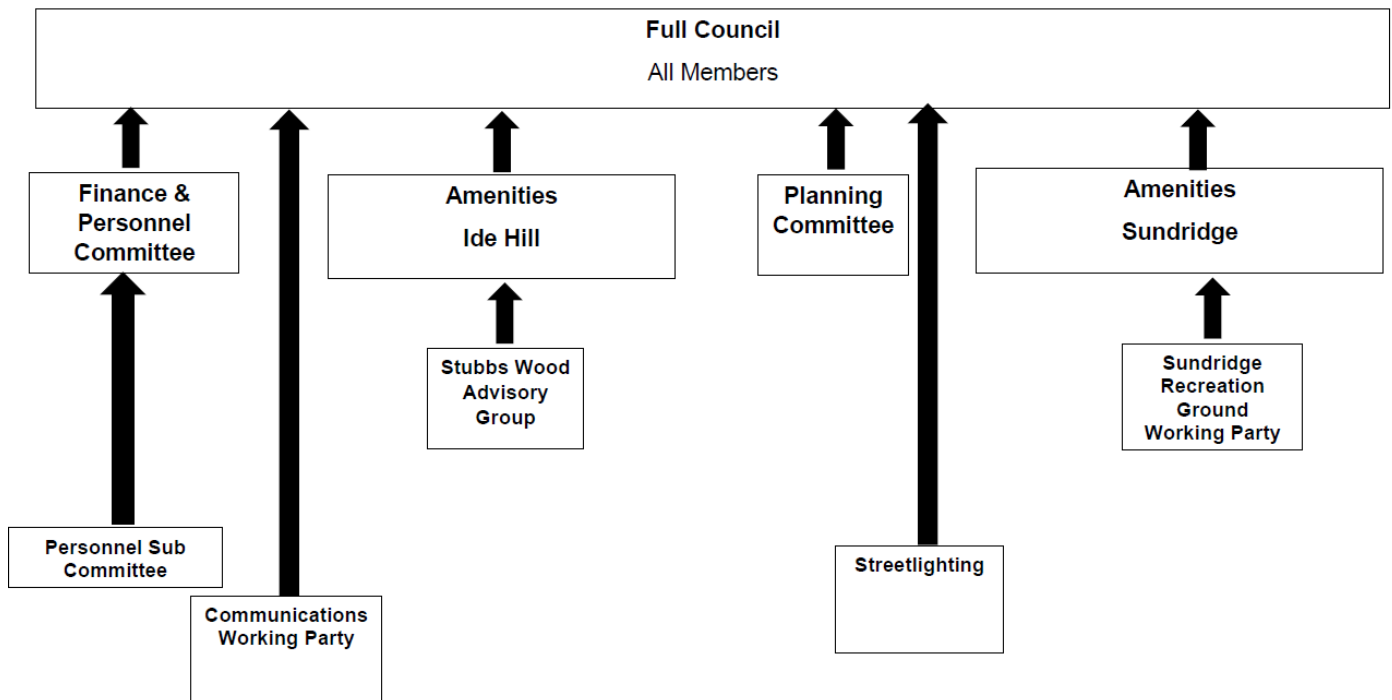
Monday 23 June 2025 at 7.30pm	Full Council Meeting - Sundridge Village Hall
Monday 7July 2025 at 6.00pm	Ide Hill Amenities Committee – Ide Hill Village Hall
Monday 14 July 2025 at TBC -	Sundridge Amenities Committee – Sundridge Pavilion
Monday TBC July 2025 at TBC	Finance & Personnel Committee -
Monday 28 July 2025 at 7.45pm	Full Council Meeting – Sundridge Village Hall

AGENDA PAPERS

1. Annual General Meeting

Sundridge with Ide Hill Parish Council

Committee Organisation Chart



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 Cllr Ann Powell Cllr Helen Wilson	Sundridge Recreation Ground Working Party	Cllr Helen Wilson Cllr Russell Maybury Representatives of Ide Hill Football Club Radnor House Sundridge Allstars
Amenities Ide Hill	Cllr Vikki Allgood Cllr Melvin De Bono Cllr Martyn Fribbens (Chair) Cllr Sharron Manley Cllr Russell Maybury Cllr John Evans (if required)	Stubbs Wood Advisory Group	Cllr Martyn Fribbens Cllr Sharron Manley Residents
Finance	Cllr Vikki Allgood Cllr John Banbrook Cllr John Evans Cllr Martyn Fribbens Cllr Russell Maybury (Chair) Cllr Ann Powell	Communications Working Party	Cllr Vikki Allgood Cllr Martyn Fribbens Clerk
Personnel	Cllr Vikki Allgood Cllr John Evans Cllr Martyn Fribbens Cllr Russell Maybury (Chair)	Goathurst Common Working Party	Cllr Martyn Fribbens (Chair) Residents
Planning	Cllr Vikki Allgood Cllr John Evans Cllr Ann Powell (Chair) Any Member of the Parish Council.	Streetlighting	Cllr John Banbrook Cllr Sharron Manley

2. To receive apologies and reasons for absence.

Apologies from Cllr Maybury, Cllr De Bono, Cllr Alger (District)

3. To receive declarations of personal, prejudicial and disclosable pecuniary interests on items on the agenda and updates to members' register of interests. Members to update their Register of Business Interest forms

Members need to update their RBI forms. I will send you a copy (they are slightly different pending on whether you have been co-opted or elected).

4. Report from County Councillor

4.1 Covers Farm

Dear All

Following Cllr Robson's email can you let me know if you are able to attend a meeting on either Wednesday 21st May or 28th May to discuss the forthcoming appeal of the Covers Farm Application at Westerham Town Council offices? We will then go with the majority.

Anytime from 4pm on 21st and 3pm on 28th?

Many thanks

Angela Howells, PSLCC

Town Clerk

Westerham Town Council

5. Report from District Councillor

5.1 Annual Report from Councillor Robinson

**District Councillor's Report
for Sundridge with Ide Hill Parish Council
12 May 2025**

Sandra Robinson

Dear All,

Since the last Annual Meeting on 20 May 2024, my work as District Councillor for Sundridge has continued to range widely, from getting the SDC insurer finally moving on reimbursement for a streetlight out of action for 18 months, to submitting a 12,000 word, 46 page objection to Covers Farm.

Along the way, I have attended 7 out of the 9 monthly Sundridge Full Parish Council meetings, mostly staying throughout the meeting in case I can be of help or support.

I have attended 14 out of 15 of my assigned Committee and Full Council meetings at the District Council - exceptionally I had to attend the 15th by Zoom, and then the connection failed! More on these meetings below. I also attended - and actively participated in - 13 further District Council committee meetings, out of my own interest, particularly those discussing finance, transport, and waste collection.

And I have enjoyed it all immensely! It has been a privilege and a pleasure to serve the Sundridge, Ide Hill, Goathurst Common and other communities in the parish, and I very much look forward to supporting the work of the Parish Council and residents in the future.

Here follows my Annual Report to Sundridge with Ide Hill Parish, the Council and residents, which I hope you find of interest or helpful.

With best wishes as always,
Sandra

Sandra Robinson
MA (Cambridge) MCom
Associate Member CIHT Chartered Institution for Highways & Transportation
Sevenoaks District Councillor for Brasted, Chevening and Sundridge

Annexes:

1. Personally annotated maps of Brasted and Sundridge, submitted to KCC and the Planning Inspectorate relating to Covers Farm application
2. Heritage list along A25, drawn up by myself, updated March 2025 - all revision comments welcome.
3. My summary of the external auditor's report on the 2023/4 District Council accounts.

1. Kent County Council - Covers Farm

My biggest piece of work this last year, was preparing my written submission as District Councillor, to object to the Covers Farm quarry restoration application, on behalf of both Brasted and Sundridge.

I sent it to the Kent County Council planning department at the end of May 2024, prior to the Planning Meeting of July 2024.

As the quarry restoration work itself would be in Westerham, which is not 'my patch', I focussed on the specific impact of the proposed HGV route through Brasted and Sundridge.

Through detailed analysis, I demonstrated that, if approved, this planning application would

- Breach 17 national NPPF planning conditions (Dec 2023 version);
- Fail 4 out of 5 of scored Transport Outcomes in KCC's Local Transport Plan LTP4;
- Conflict with KCC's county-wide and Sevenoaks district priorities in LTP4;
- Defeat the KCC policy for promoting Active Travel, as in LTP4;
- Breach Action 3 of the KCC's Freight Action Plan for Kent;
- Breach conditions to conserve Areas of Outstanding Natural Beauty; and
- Breach Conservation Area conditions to protect special architectural and historic interest.

In more detail:

- a) **National Planning rules:** I researched and referred to the national planning framework (NPPF) which is fundamental to all planning applications.
- b) **Kent County Council rules:** I researched in detail all relevant adopted/published KCC plans, including those around freight/HGV travel, and conservation of the natural environment and heritage areas.
- c) **A25 - physical:**
 - Of course we locals all know the challenges of the A25 (even when there aren't any roadworks to make it worse) on a daily basis, but KCC officers in Maidstone are not necessarily familiar with our narrow 17th and 18th century sections. There is, after all, a reason one of the first sections of the M25 to be built, was to relieve A25 congestion between Sevenoaks and Godstone - and why it got the number 25, to reflect our A25...
 - To my surprise, I discovered that Kent Highways at the County Council, do NOT keep maps or information on road width restrictions, not even for so-called A roads which are historic and technically too narrow to be classified as A roads if built today (but for which there is no alternative route). Kent Highways keep information only on height and weight restrictions. So desktop research in Maidstone without real local knowledge, would not show evidence of why we

are already struggling with existing traffic volumes, let alone adding more transit HGVs.

- I therefore spent weekends (early Sunday mornings, when the traffic is a *little* less!) with my surveyor's wheel and other laser measuring devices, measuring the A25 through Brasted and Sundridge, to map out and prove where the road is less than the required minimum width for two HGVs to pass safely.
- I also mapped out where a pavement is either completely missing or too narrow, leading to pedestrians at risk from having to walk in the road, or being clipped by passing wing-mirrors.
- I then drew up annotated maps to show the number of difficulties HGVs already face getting through Brasted and Sundridge. These are attached in Annex. (I emphasized that I have no objection to HGVs with purpose in or links to the villages, as they support the local economy).

d) A25 - Heritage:

- I researched listed buildings online and also walked along the combined 1.7 mile stretch of the A25 through Brasted and Sundridge to double-check, to arrive at 105 listed & protected heritage structures sitting directly on the A25.
- 96 of the 105 assets are heritage homes, including 60 homes which are pre-1800 timber-frame constructions lacking structural foundations, and therefore at particularly major risk of vibration and pollution damage from passing HGVs.
- I drew up a list for KCC naming all these homes and other protected assets. Again, I attach the list in Annex - do let me know if I missed any.

e) A25 - People & Communities:

- Finally, let's not forget the people actually living here!
- From the most recent Census, I estimated that about 1,900 people live in the central parts of Brasted and Sundridge and are daily dependent on the A25.
- With the help of local councillors and myself going door to door and asking for information, I estimated that about 780 people live directly on the A25, of whom about 140 are children.
- I showed how an increase of merely-transit HGVs, particularly at the frequency and for the number of projected years proposed, would damage residents' health both through air pollution and through significantly increased road safety risks, particularly for the children, the elderly and the slow of foot.
- I also showed how all the fundamental structures for binding our local community together, all lie directly on the A25, ie shop, pub, bus stops, playgrounds and recreation grounds, village halls, etc.
- If this application were approved with the proposed route, you could forget KCC's wish to promote Active Travel ie encouraging people to walk or cycle to local shops, schools, playgrounds etc - now simply made more dangerous than ever.

- f) **A25 west of Covers Farm:** The above all contrasts with the existing Covers Farm HGV route going west, where there are no heritage homes at risk, no residents' or community life endangered, because the A25 there is a bypass, and amply wide enough (minimum 7.3 metres) to accommodate HGVs passing each other at 30mph if not faster.

Not surprisingly, my submission came to 46 pages!, with a summary on 3 pages and then detailed maps, tables and analysis amounting to 12,000 words.

KCC Covers Farm - July 2024 Decision

Thankfully the KCC Planning Department recommended refusal of the application as a whole on the basis of being inappropriate development in the Green Belt and an area of National Landscape (formerly known as Areas of Outstanding Natural Beauty or AONB).

Just as thankfully, the KCC Planning Committee unanimously voted refusal in July 2024.

National Planning Inspectorate - 2025 Appeal

However, the applicant launched an appeal, currently in review at the Planning Inspectorate.

I therefore submitted an "Interested Party Comment" in early March 2025, repeating the breaches and conflicts listed above, also submitting an updated list of the heritage homes, and pointing out that just this short stretch of the A25 accounts for 6% of all Sevenoaks District protected heritage structures as well as including conservation areas.

I asked that even if the Planning Inspector were minded to approve the project itself, that they would impose a planning condition to ensure that routes through Brasted and Sundridge are not permitted for transiting Covers Farm HGVs, which serve no purpose in driving through our community, only damage the fabric and health of homes, residents and community living. The site already has a perfectly HGV conformable route to its west.

I also helped Jenny Cowan of the community group Keep Westerham Green, by printing out her request and delivering letters to each of the 60 timber-structured heritage homes on the A25, asking for photographic evidence of damage already caused by passing HGVs. Some Brasted residents responded directly to Jenny, for which she was most grateful, and she has collated and submitted their photographs as evidence to the Planning Inspectorate on behalf of Brasted residents.

We wait and hope.

District Council

At the District Council, I sit on three Committees: Scrutiny, Audit and Standards as well as attending Full Council. As an economist and former civil servant, I happily prepare for and participate actively in all these meetings, always seeking to help improve Council services, and their efficiency, effectiveness and transparency to residents. Who are, after all, the ones footing the bills.

2. Sevenoaks District Council - Scrutiny Committee

What is Scrutiny?

Scrutiny is required by national law where a local Council which is Cabinet-led.

In our case we have 7 Cabinet Members at the District Council, who, just like national government, are from the majority political party and are responsible for, and take all the decisions (except planning and licensing). They are the "Executive".

Scrutiny is the counter-balance to a Cabinet, and a great Committee to be on, because we get to review the functioning of the Council as a whole. We exist to be the 'critical friend'. We cannot take decisions or demand variations in decisions, but we can and do check that Cabinet has, for example, taken all relevant information into account when reaching a decision, and/or that they have prioritised what appears urgent.

What happens at Scrutiny meetings?

Cabinet members come to meet us on a rota, and present what they have been doing, when we can ask questions on behalf of all the residents across the District.

We also get regular visits / presentations and Q&A sessions with related institutions such as Kent Police, the West Kent Housing Association, utility companies, and so on.

At every meeting we review "key performance indicators" where these are failing to reach target, which could be anything from collecting green waste to decisions on housing the homeless, and discuss what could be considered or recommended to Cabinet, to improve performance in the future.

The one power Scrutiny has, is to "call-in" a decision, if we think the Cabinet has not considered all the evidence, or carried out all the steps needed to take a good decision. This is a bit like judicial review, only done internally at the Council. A Call-In will delay the decision until it is reviewed by Scrutiny and discussed with Cabinet, but ultimately it is always Cabinet that takes the decision. There have been no Call-Ins this past year.

New to 2025: Local Government Reorganisation (LGR)

This is the biggest change to local government since the 1970s. The Labour Government announced late last December 2024, that they intend to abolish both

District and County Councils, to create single Unitary Authorities to serve about ½ million residents each.

As I have said at previous Parish Council meetings, I have two major concerns about LGR and one hope:

- a) My view is that this may make sense for urban areas, but areas like ours with scattered small towns and villages, let alone really rural settlements, are at risk of having local government less democratically accountable to them, with decisions being taken physically further away from residents not closer. Curiously, the Government White Paper on Devolution and LGR did not mention the words "democracy" or "democratic" once. There is no evidence that - for our area at least - this is something we asked for or wanted. Streamlining and rationalisation of local government responsibilities is always a good aim. But physical reorganisation does not guarantee this.
- b) My second concern is that Kent has not been selected for the first wave of Counties to be reformed to include a Mayor for each UA, but we still have to do the work of transitioning to the new structure. Without any financial support from central government. This means keeping staff to carry on "business as usual" as well as finding additional staff to design and set up the new UA, in financially very challenging circumstances.
- c) The one positive that could be achieved out of LGR, is to strengthen the power and remit of the most local authority: the parish council, to be able to control and implement more local decisions for the benefit of the community. I'm thinking things like being explicitly given the funds and permission to deal locally with smaller potholes, mending pavements, gully & drain clearance, mowing or cutting back of grass and shrubs that impede sight-lines on main roads, etc. That is, if the parish council wished to take on these responsibilities. I believe parish councils should also be involved in decisions around the coordination of roadworks, especially those that impact our main local roads.

Why is LGR relevant to Scrutiny?

The District Council has until end November to submit detailed joint proposals of what the new Unitary Authority for our area would look like.

Given that it is the biggest change and challenge facing the Council, our most recent Scrutiny meeting agreed to establish a working group to review and support the District Council as a whole, in moving forward in its negotiations with neighbouring authorities Tonbridge & Malling, Tunbridge Wells and Maidstone, with whom we are *considering* (all to be discussed, nothing agreed yet!) forming a West Kent Unitary Authority.

There is now an added layer of complexity with the results of the County Council elections earlier this month. With Reform gaining 57 out of 81 seats, and the Liberal Democrats now the official opposition with 12 seats, the relationship between the

District and County Council - until now both Conservative majority - is likely to be affected. With my Scrutiny hat on, I will keep you informed of developments.

3. Sevenoaks District Council - Audit Committee

Scrutiny looks at decisions going in. Audit looks at the financial data coming out, which shows where we are ok as a Council, and where we could / need to improve.

At the main meetings of the Audit Committee, we look at not just the accounts but also internal and external audit reports across a range of Council actions, including risk management.

In addition, in September 2024 I was on the working group going through the Annual Accounts 2023/24 page by page, so that we could reassure the full Audit Committee that we were content they had been well drawn up and are a fair representation of the Council's state of affairs.

This last year the Audit Committee received and discussed two External Auditor reports on the Annual Accounts for both 2022/23 (quite delayed) and 2023/24 (slightly delayed).

The external auditor is Grant Thornton, a firm that does all the external audits for all district and borough Councils in Kent, and so has a very good idea of what issues are a struggle for all, or what problem or issue is a unique problem to one or a few.

Although we are assured that the underlying fundamental health of the District Council's finances is fine, the most recent external auditor's report has had to 'disclaim' the District Council's 2023/4 accounts for two separate reasons. The auditor has also set out 25 recommendations to the Council to improve its workings. See my summary in Annex 3. The Full District Council meeting on 29 April agreed that the Cabinet and officers would consider all 25 recommendations and report back to Council in due course.

4. Sevenoaks District Council - Standards Committee

The Standards Committee meets just once a year, unless called to adjudicate a complaint from a member of the public against a District Councillor.

At our last meeting in February 2025, we agreed to adopt the latest Local Government Association recommended Code of Conduct for Councillors, because this updates the District Council's own Code, by specifically addressing issues such as bullying and respect. This will also put us in line with our neighbouring Councils. This was formally voted through at Full Council in late February.

5. Parish and Sevenoaks District planning applications

Every week I look at the 'validated' ie accepted planning applications for Sundridge, Ide Hill and communities and settlements within the parish

Where after due consideration the Parish Council and the Planning Officer at the District Council disagree - one wishes to grant, the other to refuse - I have worked behind the scenes with both them and the applicant to find a negotiated solution. I do believe it is better for an application to be reworked or withdrawn if this makes practical sense in the medium run. This is because I believe we should keep referrals to the "Development Management Committee" - which debates and decides on contentious or problematic planning applications - to a minimum, to use DMC a bit like judicial review, looking only at those applications that really need to be discussed in public in open debate.

6. Sevenoaks District Council - Plan 2040

Plan 2040 will become our District's Local Plan ie set out where new building will take place to meet housing demand, but also all the associated infrastructure needs. Discussion around the Local Plan is therefore for every District Councillor across the Council.

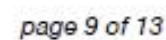
Having a signed-off (by the Planning Inspectorate) Local Plan is critical to looking after our area, because without one we have less protection against what we may feel are inappropriate planning applications, if they are refused and go to appeal. We do not currently have a signed-off Local Plan, which is why Plan 2040 is so important for our future.

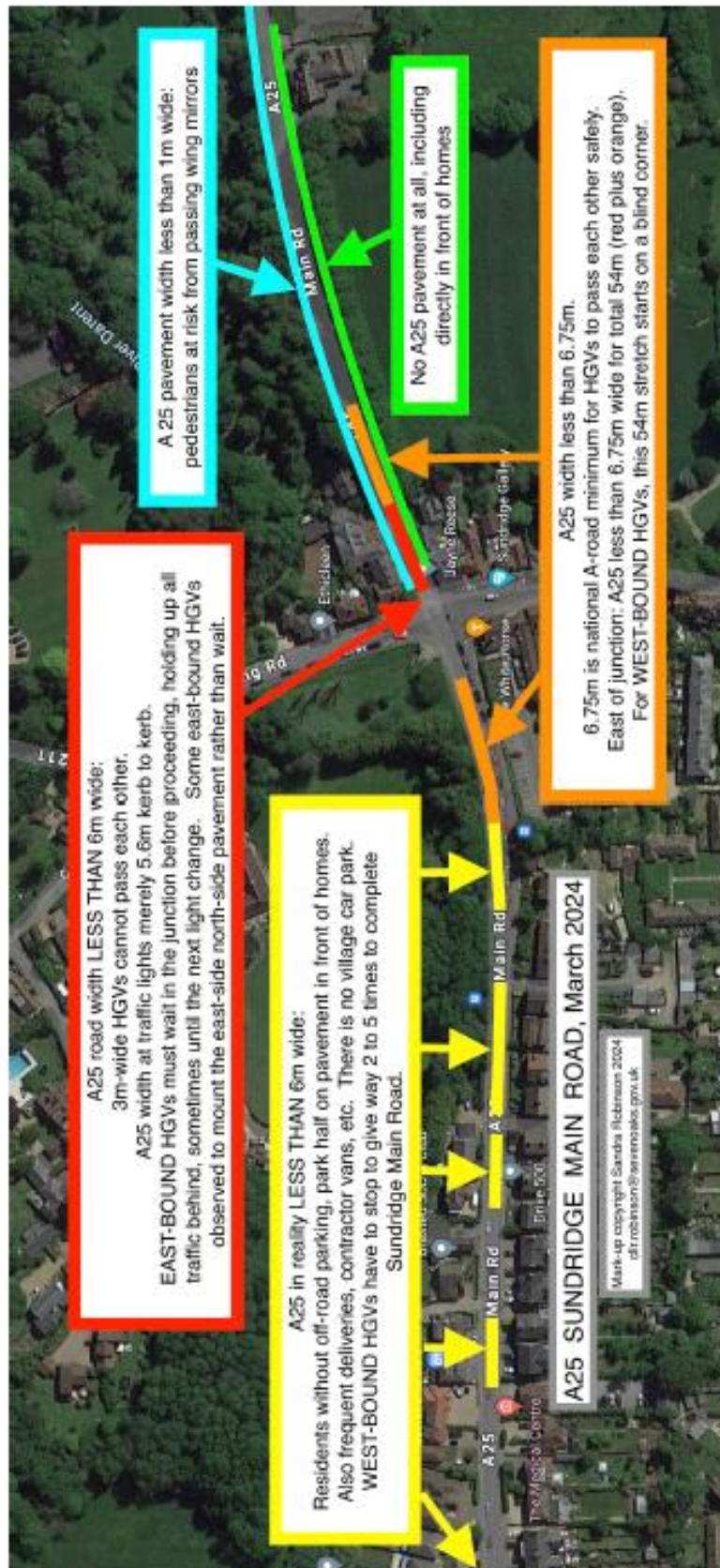
As our District is 93 % Green Belt, the second highest percentage in the country, and 67% of land is also designated National Landscape (formerly known as Area of Outstanding Natural Beauty or AONB), both have significantly constrained where we can build new housing. However, our district also needs more housing for the elderly to retire to and still stay in the area they know; homes for the young to move in to, especially those born or brought up here who wish to stay near their families; and for key workers to be able to afford to live in the area they serve. It is a very challenging balance for us to find.

Although the previous version of Plan 2040 went to consultation in winter 2023/4, it has had to be shelved, as the new Labour Government has greatly increased the number of new houses demanded for our District. The Government also revised the NPPF (National Planning Policy Framework) in December 2024, to make it easier to release land for housing development from the Green Belt. Indeed, the new NPPF defines the Green Belt as only existing to keep towns from merging into each other. Unsettlingly, it says nothing about keeping villages apart.

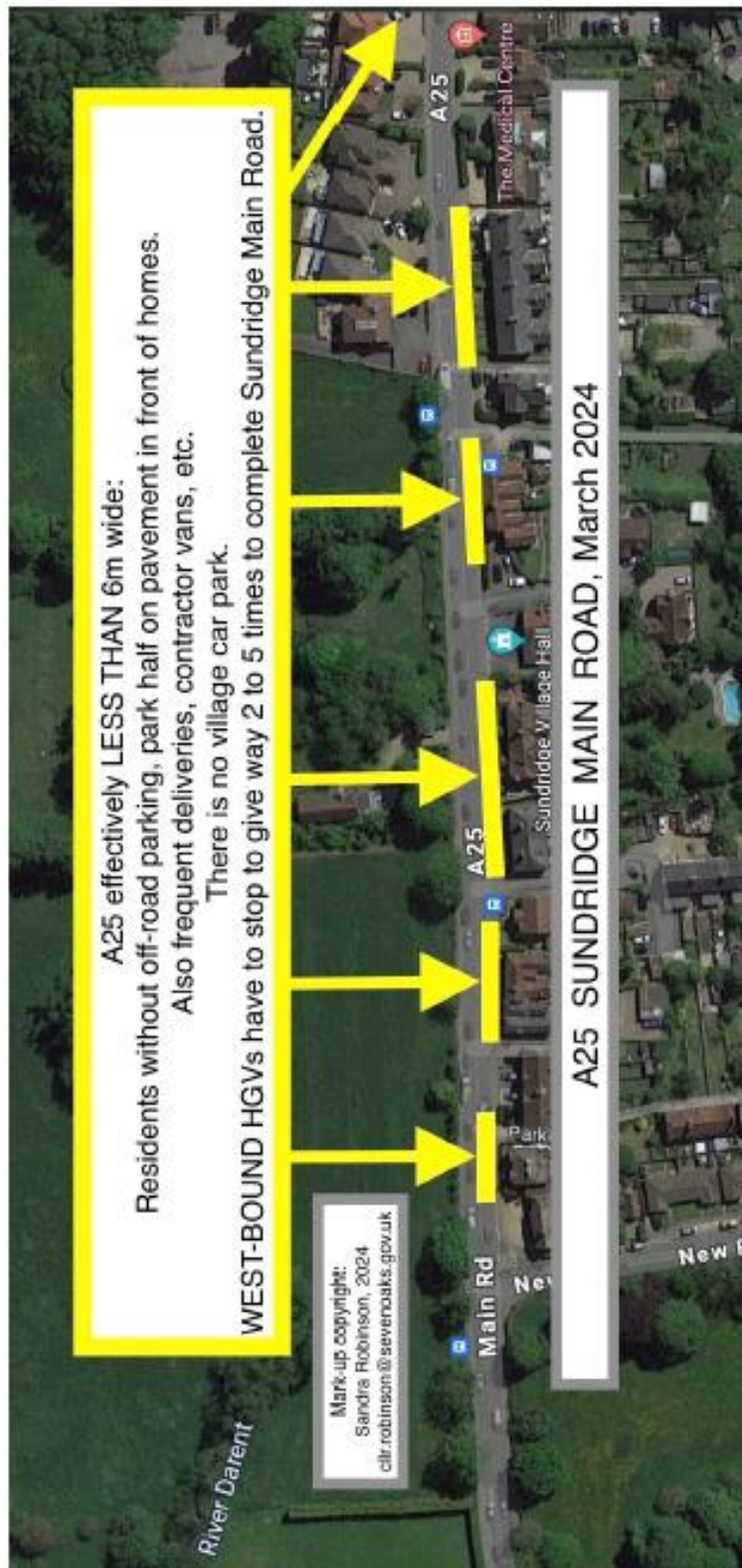
Our Council officers have therefore had to completely rewrite Plan 2040 before it goes out to public consultation again later this year, probably in autumn 2025.

END of report





Annexes follow



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TABLE 1: Listed Heritage Residences on the A25 in Brasted and Sundridge
Done to the best of my understanding of the records, 90 from Historic England online + 10 from past District Council planning applications. Brasted homes sometimes change name with new owners eg former Rashleigh is now The Old Pharmacy.

Brasted

- 1) 17 High Street - 15C structures
- 2) Kent Cottage - 15C structures
- 3) Cromers Cottage - 15C structures
- 4) Kentish House - 15C structures
- 5) 1 High Street - 16C timber frame
- 6) Old Manor House - 16C timber frame
- 7) Manor Cottage - 16C timber frame
- 8) 5 High Street - 16C timber frame
- 9) Ivy House - 16C timber frame
- 10) The Old Bakery - 16C timber frame
- 11) Fig Tree Cottage - 16C timber frame
- 12) Swan House - 16C timber frame
- 13) White Cottage - 16C timber frame
- 14) 1 Alms Row Cottages - 16C hall house
- 15) 2 Alms Row Cottages - 16C hall house
- 16) 3 Alms Row Cottages - 16C hall house
- 17) 4 Alms Row Cottages - 16C hall house
- 18) 5 Alms Row Cottages - 16C timber frame
- 19) 6 Alms Row Cottages - 16C timber frame
- 20) 7 Alms Row Cottages - 16C timber frame
- 21) 8 Alms Row Cottages - 16C timber frame
- 22) 9 Alms Row Cottages - 16C timber frame
- 23) 1 Old Forge Cottages - 16C timber frame
- 24) 2 Old Forge Cottages - 16C timber frame
- 25) 3 Old Forge Cottages - 16C timber frame
- 26) 1 Bartons Cottages - 16C timber frame
- 27) 2 Bartons Cottages - 16C timber frame
- 28) 3 Bartons Cottages - 16C timber frame
- 29) 4 Bartons Cottages - 16C timber frame
- 30) 5 Bartons Cottages - 16C timber frame
- 31) Darenth Cottage - 17C timber frame
- 32) Constables - 17C timber frame
- 33) Dilgerts - 17C timber frame
- 34) Eversley - 17C timber frame
- 35) 1 Haynes Cottages - 17C timber frame
- 36) 2 Haynes Cottages - 17C timber frame
- 37) 3 Haynes Cottages - 17C timber frame
- 38) 4 Haynes Cottages - 17C timber frame
- 39) 1 White Hart Cottages - 17C timber frame
- 40) 2 White Hart Cottages - 17C timber frame
- 41) 3 White Hart Cottages - 17C timber frame
- 42) 4 White Hart Cottages - 17C timber frame
- 43) 5 White Hart Cottages - 17C timber frame
- 44) 6 White Hart Cottages - 17C timber frame
- 45) Eden House - 17C timber frame
- 46) Kings Arms House - 17C timber frame
- 47) Shorey Cottage - 17C timber frame
- 48) Tilings, The Antiques Shop - 17C timber frame
- 49) Tilings Cottage - 17C timber frame
- 50) 7 The Green - 17C timber frame
- 51) Village Stores - 17C
- 52) Streatfield House - 17C
- 53) Mandays - 17C
- 54) The Old Pharmacy - 17C + 18C
- 55) Rectory Lodge - 17C + 18C
- 56) The White House - 17C + 18C

- 57) Wisteria House - 18C
- 58) Brasted House - 18C
- 59) Roughwood - 18C
- 60) Southdown House - 18C
- 61) The Mount House - 18C
- 62) East Cottage - 18C
- 63) Mount Cottage - 18C
- 64) Brasted Place Lodge - 18C
- 65) Brasted Place The Clockhouse - 18C
- 66) 1 Chartside House - 18C
- 67) 2 Chartside House - 18C
- 68) 3 Chartside House - 18C
- 69) Coombe Bank Lodge - early 19C
- 70) Swaylands - early 19C
- 71) Swaylands Cottage - early 19C
- 72) 10 Alms Row Cottages - 19C
- 73) Stables, 6 High Street - 19C

Sundridge

- 74) The Old Hall - 15C hall house (1458)
- 75) Spring Cottage 175 Main Road - 16C timber frame
- 76) Mallans 27 Main Road - 17C timber frame
- 77) 55 Main Road - 17C timber frame
- 78) 99 Main Road (above 103) - 17C timber frame
- 79) 103 Main Road - 17C timber frame
- 80) 118 Main Road - 17C timber frame
- 81) 135 Main Road - 17C timber frame
- 82) 137 Main Road - 17C timber frame
- 83) 97 Main Road - 17C timber frame
- 84) 221 Main Rd - 17C
- 85) 223 Main Rd - 17C
- 86) Judge's Cottages 29 Main Rd - 18C
- 87) Judge's Cottages 31 Main Rd - 18C
- 88) Judge's Cottages 33 Main Rd - 18C
- 89) Bishop's Court 41 Main Rd - 18C
- 90) Bishop's Court 43 Main Rd - 18C
- 91) Bishop's Court 45 Main Rd - 18C
- 92) Bishop's Court 47 Main Rd - 18C
- 93) Bishop's Court 49 Main Rd - 18C
- 94) 199 Main Road - 18C
- 95) 201 Main Road - 18C
- 96) 203 Main Road - 18C

Non-residential listed assets on A25:

- 97) Brasted War Memorial
- 98) Brasted Saxon Cross
- 99) Brasted Place wall
- 100) Brasted Place entrance
- 101) Brasted Mount House garden wall
- 102) Brasted Coombe Bank Lodge west wall
- 103) Brasted Green
- 104) Brasted Pump on the Green
- 105) Sundridge retaining wall 29-33 Main Rd

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REPLACEMENT page 11 of 46

Annex 3 : AUDIT

Summary of the 2023/4 Accounts External Auditor's Report by Grant Thornton, and actions agreed at Audit Committee in February & April 2025

1. The Grant Thornton annual report has 'disclaimed' the Sevenoaks District Council 2023/4 accounts, meaning the auditors were unable to obtain sufficient evidence to sign them off, for two reasons:
2. One - and a common problem since Covid - is that there is a backlog of unaudited local government accounts for the years 2020/1 and 2021/2. This means opening and closing balances cannot be verified. The national Government is working on solutions to this widespread problem across local Councils (April 2025). However, note that as our neighbouring Kent Councils Tonbridge & Malling, Tunbridge Wells, and Maidstone do not have this backlog problem, their 2023/4 accounts have been signed off in full.
3. The second reason for a disclaimed opinion for the Sevenoaks District 2023/4 accounts, is that the Council was unable to produce all the evidence and test cases on time for the external auditors, due to the conflict with the Executive's priorities in drafting the 2025/6 budget. This is emphatically not a criticism of the officers, but the Executive's instructions to those officers, who could not supply the auditor's requests on time despite a 3 month extension, and the external auditor putting in extra (charged) work. Therefore there are 30 out of 36 accounting lines for 2023/4 where Grant Thornton could not provide assurance due to: lack of evidence; or closing balances that didn't; or mis-statements that need tidying.
4. To be clear: there is no evidence that there is a major problem with the District Council accounts, but it is unsettling that we cannot prove the quality of our finances.
5. The external auditor has made 25 recommendations in relation to 2023/4:
 - 2 are Key Recommendations, meaning very important, in relation to strengthening internal audit and strengthening financial controls at senior levels.
 - 8 are Improvement Recommendations relate to Value For Money and Governance, including that
 - Scrutiny be chaired by someone not from the majority political party, which is the custom in most Kent Councils;
 - Procurement processes (*how* the Council spends money) need tightening to reduce 'waivers', to provide more training, and to be made more transparent;
 - The Strategic Risk Register should reviewed quarterly not bi-annually by the Audit Committee - a recommendation already adopted by Audit Committee; and that
 - There should be public consultation on the annual Council budget. This was presented to Full Council on 25 February, but the majority party voted against it, so the motion was lost.
 - The final 15 recommendations are "tidying-up jobs" for the finance team, rarely something to worry about, although some have been an issue in previous years and the auditor would really like to see them sorted soon if possible.
 - On advice of the external auditors, all 54 District Councillors were to be made aware of their findings. Only the Financial Recommendations were presented to Full Council on 29 April 2025, but the Cabinet and officers assured Full Council that all 25 will be addressed.
 - The Council has already taken good steps to prepare for the 2024/5 external auditor visits, by hiring a qualified temporary member of staff to prepare all the necessary evidence and run the tests cases requested. It is possible that next year's accounts will also have to be disclaimed due to the 'backlog', but we are hoping that the second reason for the 2023/4 disclaimer - the lack of preparedness & evidence - will not be a problem again.

7. Vacancy for Member representing Ide Hill ward

If by 16 May, 2025 (14 days excluding Dies Non, after the date of this notice) a request for an election to fill said vacancy is made in writing to the Proper Officer at the address below by TEN electors for the said Parish Ward, an election will be held to fill the said vacancy, otherwise the vacancy will be filled by co-option.

The Clerk will advise at the meeting if the vacancy can be filled by co-option.

8. To approve as a correct record the **Minutes** of the Parish Council meetings held on 28 April 2025

Minutes of Full Council Meeting held on Monday 28 April 2025 at Sundridge Village Hall at 7.45pm

Present: Cllrs Allgood, Banbrook, Collins, De Bono, Evans (Chair), Fribbens, Manley, Maybury, Powell and Wilson

Apologies: Cllr Nigel Williams (District), Cllr Nick Chard (County)

Attendance: 0 members of the public, Cllr Sandra Robinson (District) (in part), Cllr Michelle Alger (in part) 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 Chard (County) and Cllr Nigel Williams (District). The Clerk advised that Cllr Robinson (District) and Cllr Alger (District) would be late to the meeting as they are attending the

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

Cllr Wilson declared a personal interest in Agenda item 9.2,

3. Report from County Councillor

Cllr Nick Chard had given his apologies.

It was agreed to take this Agenda item later.

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 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.

7. Resignation of David Miller and vacancy for Ide Hill Member

The Clerk advised that David Miller has resigned as a Member of the Parish Council due to ill health. Cllr Evans on behalf of all Members thanked David for his service to the Parish and particularly to Ide Hill.

7. Vacancy for Ide Hill Member

Clerk To Sundridge and Ide Hill
Parish Council

Ask for: Louise Simmons

Phone: 01732 227 210

Email: Louise.simmons@sevenoaks.gov.uk

Date: Monday, 19 May 2025

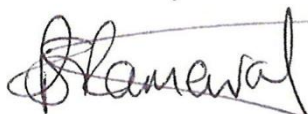
Dear Amanda,

Election of a Parish Councillor – Casual Vacancy – Sundridge and Ide Hill Parish Council (Ide Hill Ward)

Further to previous communication, I can now confirm that no requests have been received to fill the casual vacancy in the Parish by election. It is the responsibility of your Members, therefore, to co-opt to fill the vacancy “as soon as practicable” (Rule 8(3) of The Local Elections (Parishes & Communities) Rules 1986). The person co-opted must, of course, be qualified for holding office and I enclose extracts from the Local Government Act 1972 for your assistance in this regard.

I look forward to receiving details from you in due course as to the names and addresss of the two people selected. Please send also, to the Monitoring Officer (Martin Goodman), the member’s Notification of Disclosable Pecuniary Interests and Notifications of Non Pecuniary Interests. (Please keep copies for your own records.)

Yours sincerely



Dr Pav Ramewal

Chief Executive

Sundridge with Ide Hill Parish Council

8. To approve as a correct record the **Minutes** of the Parish Council meetings held on 28 April 2025.

Members resolved to agree the minutes of the meeting held on 28 April 2025.

9. **To take Matters arising** from the Minutes where these are not covered under the subject headings below
There were no matters arising.

10. Finance, Personnel & Governance items

10.1 To agree the items received, paid and payable

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

10.2 Grant requests

10.2.1 Ide Hill Pre-school

Cllr Wilson advised that she has a child at the Pre-school who is leaving in July 2025.

Members discussed the matter at length and were very supportive of the school which is attended by many local children.

Members were minded to award a grant and agreed to discuss with the pre-school how they would fund the total project.

10.2.2 We are Beams

The Clerk advised that it was not a grant request.

10.3 Audit Matters

The Clerk advised that the internal audit will take place on 22 May 2025 with all the papers needing to be completed by 12 May 2025.

11. Ide Hill

To receive an update on the Ide Hill Assets and make any decisions regarding allocation of funds and next actions, if appropriate.

11.1 To receive a report on the Ide Hill Assets

Noted.

11.2 To note the draft minutes of the Ide Hill Amenities Committee held on 7 April 2025

Noted.

11.3 To note the Goathurst Common Playground finances

Members noted the Goathurst Common Playground finances as at Appendix B.

12. Sundridge

To receive an update on the Sundridge Assets and make any decisions regarding allocation of funds and next actions, if appropriate.

12.1 To receive a report on the Sundridge Assets

Noted.

12.2 To note the draft minutes of the Sundridge Amenities Committee held on 23 April 2025

Noted.

12.3 Sundridge & Brasted Social Club

The Clerk advised that Sundridge with Ide Hill Parish Council has completed all their checks and CWJ are waiting for documents from Brasted Parish Council.

12.4 Sundridge Recreation Ground

Members resolved to offer a contribution of £1,500 to make good the cricket pitch with a view to going out to tender for the cricket season in 2026.

12.5 Sundridge Reserve Burial Ground

Members agreed that Cllr Evans and Cllr Maybury should attend the site with Clive Emerson to move forward towards a sale.

12. General Items

To receive an update and make any decisions regarding allocation of funds and next actions, if appropriate.

12.1 Streetlighting

12.1.1 Streetlights Maintenance Contract

Members noted the increase in the contract which had been accounted for in the 2025-26 budget.

12.1.2 Damage to Streetlight

12.1.3 To note list of streetlights and those requiring repair

Noted.

12.2 Events and Celebrations

12.2.1 Annual Parish Meeting – 12 May 2025 – Sundridge Village Hall

Members discussed the arrangements for the Annual Parish meeting and it was agreed to hold it on the patio at the social club to showcase local organisations.

12.2.2 Spring Walk and VE Day Tea – Saturday 3 May 2025

The Ide Hill Members and the Clerk confirmed that arrangements were in place for the event.

12.3 Correspondence

12.3.1 Kent Police

Noted.

12.3.2 Street Naming & Numbering

Noted.

12.3.3 Kent County Elections

Noted.

12.3.4 SDC – Local Housing Needs

Noted.

13. Dates of next meetings

Monday 19 May 2025 at 7.30pm - Annual General Meeting & Full Council Meeting - Sundridge Village Hall

Monday 16 June 2025 at 7.30pm - Full Council Meeting – Sundridge Village Hall

Sundridge with Ide Hill Parish Council

Appendix A

Items Paid 17 March to 31 March 2025

Sundridge with Ide Hill Parish Council

28 April 2025 (2024-2025)

PAYMENTS LIST

Code	Date	Description	Supplier				Total
Travel Expenses	17/03/2025	Mileage	Mrs A C Barlow	X	171.95		171.95
Supplies for meetings	17/03/2025	Paper cups for meetings	Mrs A C Barlow	S	22.48	4.50	26.98
Supplies for meetings	17/03/2025	Supplies for meetings	Mrs A C Barlow	X	55.45		55.45
Photocopier and photocopying	17/03/2025	Photocopier rental	Commercial Services	S	59.60	11.92	71.52
Email address hosting charge	17/03/2025	Email hosting	Vision ICT	S	20.00	4.00	24.00
Parish mobile telephone	17/03/2025	Mobile	Mrs A C Barlow	S	19.79	3.96	23.75
Parish WiFi (Clerk)	17/03/2025	WiFi	Mrs A C Barlow	X	10.00		10.00
Parish Zoom account	17/03/2025	Zoom	Mrs A C Barlow	S	11.99	2.40	14.39
Grass cutting	17/03/2025	Grass cutting July August Sept	Commercial Services	S	3,616.41	723.28	4,339.69
Cleaning	17/03/2025	Cleaning	Val & Sander Reytenbach	X	180.00		180.00
Conveniences cleaning	17/03/2025	Cleaning	Val & Sander Reytenbach	X	500.00		500.00
Other grants	17/03/2025	Grant to Sevenoaks Volunteer Transport Group	Sevenoaks Volunteer Transport Group	X	100.00		100.00
Electricity and Gas	18/03/2025	Electricity	British Gas	L	318.22	15.91	334.13
WiFi	31/03/2025	WiFi Village Hall	Onecom Limited	S	73.89	14.78	88.67

Items Paid 1 April to 28 April 2025

Sundridge with Ide Hill Parish Council

28 April 2025 (2025-2026)

PAYMENTS LIST

Code	Date	Description	Supplier				Total
Hire of Ide Hill Village Hall	15/04/2025	Ide Hill Hall Hire	Ide Hill Village Hall Trust	X	32.00		32.00
Photocopier and photocopying	15/04/2025	Photocopier charges	KCC	S	37.53	7.51	45.04
Parish mobile telephone	15/04/2025	Mobile	Mrs A C Barlow	S	19.79	3.96	23.75
Parish WiFi (Clerk)	15/04/2025	WiFi	Mrs A C Barlow	X	10.00		10.00
Parish Zoom account	15/04/2025	Zoom	Mrs A C Barlow	S	11.99	2.40	14.39
Repairs	15/04/2025	Repair to Column 52	Streetlights	S	365.00	73.00	438.00
Volunteer Expenses	15/04/2025	Fuel and Oil for Stubbs Wood	Dominic Rossi	S	19.67	3.94	23.61
Dog Bins	15/04/2025	Dog Bins Oct to Dec 24	Sevenoaks District Council	S	520.00	104.00	624.00
Dog Bins	15/04/2025	Dog Bins Jan to March 2025	Sevenoaks District Council	S	520.00	104.00	624.00
Cleaning	15/04/2025	Cleaning	Val & Sander Reytenbach	X	180.00		180.00
Conveniences cleaning	15/04/2025	Cleaning	Val & Sander Reytenbach	X	500.00		500.00
Conveniences supplies	15/04/2025	Key lock for Ide Hill Toilets store cupboard	Mrs A C Barlow	S	20.55	4.11	24.66
Sundridge Pavilion Renovations	15/04/2025	Exterior repair to Pavilion - SDC Grant	S Hadfield Paining and Decorating	X	1,137.00		1,137.00
Playground Equipment	15/04/2025	Installation of Goathurst Common Playground	Sutcliffe Play	S	30,832.57	6,166.51	36,999.08
Playground Equipment	15/04/2025	Treetops Saw	Sutcliffe Play	S	2,916.17	583.23	3,499.40
Playground Equipment	15/04/2025	Supply of plans and services	Tara Dalton Garden Design	S	1,967.50	393.50	2,361.00

Items Received 17 March to 31 March 2025

Sundridge with Ide Hill Parish Council

28 April 2025 (2024-2025)

RECEIPTS LIST

Code	Date	Description	Supplier			
Income Radnor House	28/03/2025	Radnor Lease	Radnor House	X	5,000.00	5,000.00

Items Received 1 April to 28 April 2025

Sundridge with Ide Hill Parish Council

28 April 2025 (2025-2026)

RECEIPTS LIST

Code	Date	Description	Supplier			Total
Playground Grant	11/04/2025	Grant for Goathurst Common Playground	Sevenoaks District Council	X	12,500.00	12,500.00
Income Dance School	22/04/2025	Dance hall hire	Judith Essex School of Dance	X	956.37	956.37
Income Casual	22/04/2025	Hall Hire	Wasim Choudry	X	105.00	105.00
				Total	13,561.37	13,561.37

Sundridge with Ide Hill Parish Council

Appendix B

Sundridge with Ide Hill Parish Council

28 April 2025 (2024-2025)

Listing of Payments & Receipts in each Code for All Cost Centres

(Between 01-04-2024 and 28-04-2025)

Cost Ide Hill - Goathurst Common

Code Number	Date	##	Maintenance Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
	17/01/2025		Unity Trust Bank		Payment - Removal of goal posts at Goathurst Common	Banbrook Handyman and Garden £X		-132.00		-132.00
	24/01/2025		Unity Trust Bank		Payment - Maintenance	Banbrook Handyman and Garden £X		-132.00		-132.00
					Subtotal for Code:	Maintenance		£-264.00		£-264.00
Code Number	Date	##	Playground Equipment Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
	15/11/2024		Unity Trust Bank		Payment - Play equipment for Goathurst Common 50%	Sutcliffe Play	S	-32,487.59	-6,497.52	-38,985.11
	24/01/2025		Unity Trust Bank		Payment - Additional play equipment for Goathurst Common	Sutcliffe Play	S	-1,122.00	-224.40	-1,346.40
	24/01/2025		Unity Trust Bank		Payment - Additional Installation costs	Sutcliffe Play	S	-728.40	-145.68	-874.08
					Subtotal for Code:	Playground Equipment		£-34,337.99	£-6,867.60	£-41,205.59
Code Number	Date	##	Playground Fundraising Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
	25/10/2024		Unity Trust Bank		Receipt - Goathurst Common Fundraising	Goathurst Common Playground Gr X		18,275.00		18,275.00
	18/02/2025		Unity Trust Bank		Receipt - Goathurst Common Fundraising	Goathurst Common Playground Gr X		1,690.00		1,690.00
					Subtotal for Code:	Playground Fundraising		£19,965.00		£19,965.00
Code Number	Date	##	Playground Grant Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
	23/08/2024		Unity Trust Bank		Receipt - Grant for Goathurst Common Playground	National Lottery Community Fund X		19,999.00		19,999.00
	23/01/2025		Unity Trust Bank		Receipt - Grant from Round Table	Sevenoaks Round Table X		8,734.75		8,734.75
	24/01/2025		Unity Trust Bank		Receipt - Grant for Goathurst Common Playground	Sevenoaks District Council X		12,500.00		12,500.00
					Subtotal for Code:	Playground Grant		£41,233.75		£41,233.75
					Subtotal for Cost Centre:	Ide Hill - Goathurst Common		26,596.76	-6,867.60	19,729.16

Sundridge with Ide Hill Parish Council

28 April 2025 (2025-2026)

Listing of Payments & Receipts in each Code for All Cost Centres

(Between 01-04-2025 and 28-04-2025)

Cost Ide Hill - Goathurst Common

Code	Date	152	Playground Equipment	Invoice No	Minut e	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
	15/04/2025					Unity Trust Bank		Payment - Supply of plans and services	Tara Dalton Garden Design	S	-1,967.50	-393.50	-2,361.00
	15/04/2025					Unity Trust Bank		Payment - Installation of Goathurst Common Playground	Sutcliffe Play	S	-30,832.57	-6,166.51	-36,999.08
	15/04/2025					Unity Trust Bank		Payment - Treetops Saw	Sutcliffe Play	S	-2,916.17	-583.23	-3,499.40
								Subtotal for Code:	Playground Equipment		£-35,716.24	£-7,143.24	£-42,859.48
Code	Date	150	Playground Grant	Invoice No	Minut e	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
	11/04/2025					Unity Trust Bank		Receipt - Grant for Goathurst Common Playground	Sevenoaks District Council	X	12,500.00		12,500.00
								Subtotal for Code:	Playground Grant		£12,500.00		£12,500.00
								Subtotal for Cost Centre:	Ide Hill - Goathurst Common		-23,216.24	-7,143.24	-30,359.48

Sundridge with Ide Hill Parish Council

9. To take Matters arising from the Minutes where these are not covered under the subject headings below
None

10. Finance, Personnel & Governance items

10.1 To agree the items received, paid and payable

Items Paid 28 April to 19 May 2025

19 May 2025 (2025-2026)

PAYMENTS LIST

Code	Date	Description	Supplier			Total
Members Expenses	12/05/2025	Gift for retiring Councillor	Mrs A C Barlow	X	49.72	49.72
Travel Expenses	12/05/2025	Mileage	Mrs A C Barlow	X	79.02	79.02
Scribe Accounting Software	12/05/2025	Scribe Accounting Software	Scribe	S	561.60	112.32 673.92
Parish mobile telephone	12/05/2025	Mobile	Mrs A C Barlow	S	19.79	3.96 23.75
Parish WiFi (Clerk)	12/05/2025	WiFi	Mrs A C Barlow	X	10.00	10.00
Parish Zoom account	12/05/2025	Zoom	Mrs A C Barlow	S	11.99	2.40 14.39
Maintenance Contract	12/05/2025	Streetlighting Maintenance Contract Payment 1	Streetlights	S	1,259.14	251.83 1,510.97
Repairs	12/05/2025	Lighting repairs 61	Streetlights	S	127.50	25.50 153.00
Electricity and Gas	12/05/2025	Gas	British Gas	L	1,934.99	96.75 2,031.74
Electricity and Gas	12/05/2025	Electricity	British Gas	L	95.42	4.77 100.19
Pavilion Maintenance	12/05/2025	Deep clean of Pavilion	CH Specialist Services	X	600.00	600.00
Conveniences supplies	12/05/2025	Toilet supplies	Goldservice	S	83.12	16.63 99.75
Sundridge Pavilion Renovations	12/05/2025	Final payment for pavilion external decoration	S Hadfield Paining and Decorating	X	1,870.00	1,870.00
Spring/Summer Event - Ide Hill	12/05/2025	Children's supplies for VE Day	Mrs A C Barlow	S	50.42	10.09 60.51
Spring/Summer Event - Ide Hill	12/05/2025	Refreshments	Mrs A C Barlow	X	158.00	158.00
Spring/Summer Event - Ide Hill	12/05/2025	Printing of flyers	Mrs A C Barlow	S	38.03	7.61 45.64
Spring/Summer Event - Ide Hill	12/05/2025	Decorations for VE Day tea	Mrs A C Barlow	S	96.87	19.37 116.24
Spring/Summer Event - Ide Hill	12/05/2025	Entertainment	Sophie McKinnon	X	345.00	345.00
Spring/Summer Event - Ide Hill	12/05/2025	Decorations for VE Day tea	Mrs A C Barlow	S	10.00	2.00 12.00
Spring/Summer Event - Ide Hill	12/05/2025	Refreshments	Mrs A C Barlow	X	69.44	69.44

Items Received 28 April to 19 May 2025 RECEIPTS LIST

Code	Date	Description	Supplier			Total
Precept	30/04/2025	Precept	Sevenoaks District Cou	X	42,500.00	42,500.00
HMRC	14/05/2025	VAT refund	HMRC	X	15,348.18	15,348.18
Income Casual	16/05/2025	Hall Hire	Sevenoaks District Cou	S	266.67	53.33 320.00
Income Pilates	19/05/2025	Hall Hire	Teresa Baker	X	180.00	180.00
Total					58,294.85	53.33 58,348.18

Items to be paid @ 21 May 2025

19 May 2025 (2025-2026)

PAYMENTS LIST

Code	Date	Description	Supplier			Total
Cleaning	20/05/2025	Cleaning	Val & Sander Reytenbach	X	180.00	180.00
Conveniences cleaning	20/05/2025	Cleaning	Val & Sander Reytenbach	X	500.00	500.00
Software Adobe	21/05/2025	Adobe Software Oct 24 to April 25	Mrs A C Barlow	S	76.65	15.33 91.98
Legal Services	21/05/2025	Professional Services	KCC	S	59.60	11.92 71.52
Refreshments	21/05/2025	Coffee and Biscuits	Mrs A C Barlow	X	15.35	15.35
Energy Costs	21/05/2025	Calor Gas	Calor Gas	L	11.98	0.60 12.58
Water	21/05/2025	Water	Castle Water	Z	1.43	1.43
Annual Parish Meeting - Sundridge	21/05/2025	Refreshments	Lillian's Kitchen	X	205.00	205.00
Total					1,050.01	27.85 1,077.86

10.2 Grant requests

10.2.1 Citizen Advice Bureau

Citizens Advice in North & West Kent
Tonbridge Castle
Castle Street
Tonbridge
Kent TN9 1BG Freephone Advice Line: 0808 2787810
Email: advice@nwkent.cab.org.uk 29 April 2025

Dear Clerk

Some Good News Over the past 12 months, we have had the privilege of helping 23 families or individuals in the Parish of Sundridge with Ide Hill this equates to 3% of households in your parish. Due to data privacy concerns I can't give specific financial numbers for the households we helped in Sundridge with Ide Hill, but on average across the District of Sevenoaks our help resulted in individual households being £2,516 better off so the impact for Sundridge with Ide Hill is in the region of £57,876.

The Challenge We believe this is just the tip of the iceberg. With the sharp rise in living costs, more people are approaching us at crisis point. Did you know:

11% of children in Sevenoaks are living in poverty

11% of households are claiming Universal Credit

Nationally real earnings have fallen by 3.4% in the last year, making it harder than ever for families to make ends meet

This means that the advice and support your parishioners require is often complex and resource-intensive, limiting the number of individuals we can assist at a time when demand for our services has tripled.

Our Response

To help us reach more of your residents in crisis, we continue to employ professional advisers and recruit volunteer advisers from the local community, and we need to cover the costs of training, premises, equipment, and expenses.

This is why we are urgently appealing for a donation today to help us reach more of your residents who are in crisis.

One of our main sources of income is Sevenoaks District Council. However, due to the pressure on council resources, we must seek additional support from the wider community to maintain our service. We do not receive any core funding from national Citizens Advice or from central government.

How you can help

We are appealing today for your support to help us reach more vulnerable families in the Parish of Sundridge with Ide Hill.

Option 1: Parish Council Donation

We would be so grateful for any donation you can provide to support us in maintaining this free advice resource for your community To make a donation please pay by BACS to

Citizens Advice in North & West Kent

Acc 00022969

Sort Code 40 52 40.

Sundridge with Ide Hill Parish Council

Or visit our website <https://citizensadvicenwk.org.uk/support-us/donate/>

Option 2: Encourage parishioners to donate or volunteer

We know that times are hard, but can you persuade your community to support us with a one-off or regular gift? Perhaps you could run a local fundraising event? In addition, we are always looking for more volunteers. We can provide leaflets with more information on this, but we need your help in getting the message out.

Option 3: Increase awareness

Based on our analysis, we believe that there are more parishioners in Sundridge with Ide Hill who are struggling and would benefit from our support. We are therefore eager to increase awareness. Again, we can provide posters, flyers, or even come and speak to local groups.

I do hope that Sundridge with Ide Hill Parish Council will be able to support us in continuing to deliver our services in the area, as it is a valued free advice resource for the community. Do not hesitate to contact us if you need any further information or we can help in anyway.

Yours sincerely

Claire Sporton

Fundraising Manager

Citizens Advice in North and West Kent

10.3 Audit Matters

11. Ide Hill

To receive an update on the Ide Hill Assets and make any decisions regarding allocation of funds and next actions, if appropriate.

11.1 Ide Hill Assets

11.1.1 Stubbs Wood

Tree Survey

Tree safety - urgent repairs will cost £850 plus VAT and strongly recommended repairs another £250 plus VAT. Two quotes requested but only one received. Approval required at this meeting.

Woodland consultant selection –

Three have visited and quoted. Nick Shanks, Kate Harvey - Maydencroft, Neil Coombes.

Neil Shanks is more of a direct replacement for Tim Saunders, similar cost by light on development ideas and Kate Harvey – Maydencroft is more expensive but has many potential money generating ideas. A full assessment is proposed before a final recommendation is made.

Sundridge with Ide Hill Parish Council

Indicative CS HT grant income

Options	Cpt	Area	Quant.	Units	Value	Per annum	Total over agreement	Capital/ Annual	Comments
CS HT PA3 - Woodland management plan			1	per plan	£ 1,500.00	£1,500.00	£1,500.00	Capital	
CS HT PA7 - Species management plan			2	per plan	£ 204.79	£409.58	£409.58	Capital	
CS HT CWD2: Woodland improvement (Jan2025)	All		38.73	Hectare	£ 127.00	£4,918.71	£49,187.10	10 years	
CS HT CWS1: Deer Supplement	All		38.73	Hectare	£ 105.00	£4,066.65	£40,666.50	10 years	
CS HT CWS3: Squirrel Supplement	All		38.73	Hectare	£ 60.00	£2,323.80	£23,238.00	10 years	
CS HT CWS2: PAWS Restoration	PAWS		7.54	Hectare	£ 275.00	£2,073.50	£20,735.00	10 years	
CS HT CWS5: Manage native woodland including ancient semi-natural	ASNW		26.16	Hectare	£ 144.00	£3,767.04	£37,670.40	10 years	Pending further info from FC
CS HT CWS7: Improve woodland resilience	Remainder		5.02	Hectare	£ 202.00	£1,014.04	£10,140.40	10 years	Pending further info from FC
CS HT CSP12: Rhododendron control and management supplement				Hectare	£ 256.00			5 years	Need to map
CS HT FY6: Restore coppicing in woodland				100%				Capital	Need to map areas to work. Pending further info from FC
CS HT CSP9: Support for threatened species				Hectare	£ 204.00			5 years	Need to id specific species
CS HT WB1: Small wildlife box				per box	£ 11.95			Capital	Need to id specific species. Natural England to advise
CS HT WB2: Medium wildlife box				per box	£ 27.91			Capital	Need to id specific species. Natural England to advise
CS HT WB3: Large wildlife box				per box	£ 38.28			Capital	Need to id specific species. Natural England to advise
CS HT CWS7: Manage historic features in woodlands				Hectare	£ 943.00			10 years	Have you got old earth bank/ wood banks?
CS HT TE10: Coppicing bankside trees				per tree	£ 53.95			Capital	Not sure I saw any of these
CS HT B14: Earth bank restoration				per metre	£ 10.54			Capital	Where needs restoring?
CS HT CWS10: 2-zone rides				Hectare	£ 60.00			10 years	Main ride along the top
CS HT FG11: Deer Exclusion Plot				per unit	£ 212.56			Capital	Needed as part of CWS1
CS HT FY1: Deer high seal				per unit	£ 265.00			Capital	Suggest more are installed
CS HT FY3: Squirrel traps (80% of actual cost)				80%				Capital	Good nature traps might be an option. Need to observe actual squirrel damage
CS HT FY2: Woodland infrastructure (80% of actual cost)				80%				Capital	Possible creation of a bottom slope access point for extraction
CS HT CPAC1: Open access				Hectare	£ 92.00			?	Pending further info from FC
CS HT CPAC4: Footpath access				per 100 metre	£ 77.00			?	Pending further info from FC
CS HT CPAC3: Bridleway & cycle route access				per 100 metre	£ 158.00			?	Pending further info from FC
CS HT CPAC2: Access for people with reduced mobility				per 100 metre	£ 221.00			?	Pending further info from FC
CS HT CPAC5: Upgrading CROW and PROW for cyclists and horse riders				per 100 metre	£ 158.00			?	Pending further info from FC
CS HT CPAC6: Upgrading CROW and PROW for people with reduced mobility				per 100 metre	£ 221.00			?	Pending further info from FC
CS HT VED1: Educational access visits				per visit	£ 363.00			3 years	up to 25 visits per year. Do not charge for visit. 2hrs. Led by staff/volunteer. Explain links to farming, conservation, woodland management
CS HT AC2: Countryside educational access visits accreditation				per course	£ 277.26			Capital	one member from the agreement holding to go to a training course and become accredited at carrying out enhanced educational experiences. CEVAS Plus - new
CS HT AC1: Access capital items				100%				Capital	100% of cost for signs, access infrastructure, toilets. 3 quotes
CS HT AC3: Install and maintain signage				per sign	£ 55.55			Capital	explain environmental features, discourage damage, encourage positive behaviour
						£18,163.74	£ 183,546.98		

11.1.2 Ide Hill Public Conveniences

- Update on repair to men's toilet lock
- Dates for when the new toilet roll holder, lock and baby change will be installed

11.1.3 Goathurst Common Playground

- Goals - Approval for the purchase of goalposts requested, using funds and grants raised specifically for GHC rec playground. Cost £1475 for pair plus £127 for fixings (total £1602).
- Benches and picnic tables - Approval for the purchase of xx picnic tables and yy benches requested, using funds and grants raised specifically for GHC rec playground. Cost zzz.

11.1.4 Scout Hut Wayleave Agreement

From: Sean Murphy <Sean.Murphy@blackhallpowis.com>

Sent: 30 April 2025 13:27

To: clerk@sundridgewithidehill-pc.gov.uk; russell.maybury@sundridgewithidehill-pc.gov.uk

Subject: RE: Ide Hill - Scout Hut

Dear Amanda,

Thank you for your email, apologies for the delayed response my client was on leave last week.

UKPN are not prepared to negotiate any changes, the Wayleave Agreement is an agreed standard template, and it is for an underground cable. Schedule 4 I purely relating to the area in which the cable is installed. The only time the rights will be used will generally be for maintenance and repair, which is extremely infrequent.

I have also confirmed with UKPN that the most they have ever incurred on reviewing a Wayleave Agreement was £500, therefore we wouldn't look to cover the £2,500 plus VAT your solicitor has quoted. It seems they have quoted an Easement transaction, not to review a two paged Wayleave.

Kind Regards

Sean Murphy

Associate Director - Networks

Blackhall & Powis Ltd.

Chartered Surveyors

LAND | MARINE | COMMUNITIES

Property Services for Energy, Utilities and Infrastructure Providers

12. Sundridge

To receive an update on the Sundridge Assets and make any decisions regarding allocation of funds and next actions, if appropriate.

12.1 Sundridge Assets

12.1.1 Sundridge Village Hall

- Outstanding items – storage area – update from John Banbrook
- Curtains

12.1.2 Sundridge Recreation Ground

- Pavilion maintenance has been completed
- Members to confirm at meeting that the Sundridge & Brasted School can use the recreation ground free of charge on 13 July 2025

Sundridge with Ide Hill Parish Council

- Update re: offer of £1,500 re: cricket ground

12.2 Sundridge & Brasted Social Club

Awaiting final contract. Sundridge with Ide Hill Parish Council have completed all the checks and sent the necessary paperwork

12.3 Sundridge Reserve Burial Ground

Cllrs Evans and Maybury are meeting with Clive Emerson on June 2 2025.

13. General Items

To receive an update and make any decisions regarding allocation of funds and next actions, if appropriate.

13.1 Streetlighting

13.1.1 Damage to Streetlight

Clerk has written to SDC advising that they need to negotiate with the insurance company to ensure that the Parish Council is fully reimbursed.

13.2 Grass cutting

13.2.1 To agree a date to meet the CS Landscape Manger to discuss:

- Bowsers Meadow
- Sundridge Recreation Ground
- Goathurst Common

Clerk awaiting dates from Landscape Services to meet with Members.

13.3 Events and Celebrations

13.3.1 Feedback on Annual Parish Meeting, Spring Walk and VE Day Tea

14. Dates of next meetings

Monday 23 June 2025 at 7.30pm	Full Council Meeting - Sundridge Village Hall
Monday 7 July 2025 at 6.00pm	Ide Hill Amenities Committee – Ide Hill Village Hall
Monday 14 July 2025 at TBC -	Sundridge Amenities Committee – Sundridge Pavilion
Monday TBC July 2025 at TBC	Finance & Personnel Committee -
Monday 28 July 2025 at 7.45pm	Full Council Meeting – Sundridge Village Hall

Sundridge with Ide Hill Parish Council

13.1.3 To note list of streetlights and those requiring repair

	<u>16/01/2023</u>	<u>Sundridge Parish Council</u>										
Col.	Road	Location	Colour	Material	Height	Period	Type	Lamp	Wattage	Cell	Feed	Lantern
1	Main Road	Opposite junction with New Road	Green	Steel	5m	821	Side entry	L.E.D	52	SS6	Live	SL4
2	Main Road	Outside No.219 jct. Orchard Place	Green	Steel	5m	821	Pole bracket	L.E.D	52	SS6	Live	SL4
3	Main Road	Outside Sundridge Village Hall	n/a	Galvanised	5m	821	Side entry	L.E.D	52	P5	Live	SL4
4	Sundridge Rec Access Rd	Half way Along	n/a	Galvanised	5m	722	Pole bracket	Son T	70	SS9	Live	SRL
5	Sundridge Rec Access Rd	Adjacent to Recreation Ground	Green	Steel	5m	821	Pole bracket	Son T	70	SS6	Live	
6	Main Road	Outside No.134	Green	Steel	5m	821	Side entry	L.E.D	52	P5	Live	SL4
7	Main Road	Outside No.143	n/a	Galvanised	5m	821	Side entry	L.E.D	52	P5	Live	SL4
8	Main Road	Outside No.123	Green	Steel	5m	821	Pole bracket	L.E.D	52	P5	Live	SL4
9	Main Road	In Bus Shelter 50yds west of jct.	Unpainted	Steel	3m	722	Ceiling mounted	2pin LED 2D	6.5	SS19	Live	Bulkhead
10	Main Road	Opposite White Horse Car Park	Green	Steel	5m	821	Side entry	L.E.D	52	P5	Live	SL4
11	Chevening Road	Now a County column										
12	Chevening Road	Outside Littlecoombe Bank	Green	Steel	5m	821	Post top	Son T	70	P12	Live	Phosco P111
13	Chevening Road	Outside Little Paddock	Green	Concrete	5m	821	Top entry	Mbf/u	80	P42	Live	GEC
14	Chevening Road	Opposite Diggate House	Green	Steel	5m	722	Side entry	Son T	70	SS9	Live	SRL
15	Chevening Road	Outside Sunshine Cottage	n/a	Galvanised	5m	722	Side entry	Son T	70	SS9	Live	SRL
16	Main Road	1st from Traffic Lights	n/a	Galvanised	6m	821	Post top	L.E.D	18	SS6	Live	SRL
17	Main Road	2nd from Traffic Lights	n/a	Galvanised	5m	821	Side entry	Son T	70	SS6	Live	SRL
18	Main Road	Opposite Sundridge House	n/a	Galvanised	5m	821	Side entry	Son T	70	SS6	Live	SRL
19	Main Road	Opposite Bishops Cottage	Green	Steel	5m	821	Side entry	Son T	70	SS6	Live	SRL
20	Main Road	Outside Nos.19/21 opp island	n/a	Galvanised	5m	821	Side entry	Son T	70	SS6	Live	SRL
21	Main Road	Outside No.66	Green	Steel	5m	821	Pole bracket	Son T	70	SS6	Live	SRL
22	Main Road	Outside No.54	Green	Steel	5m	821	Side entry	Son T	70	SS6	Live	SRL
23	Main Road	Outside No.38	n/a	Galvanised	5m	821	Side entry	Son T	70	SS6	Live	SRL
24	Main Road	Outside No.16	n/a	Galvanised	5m	821	Side entry	Son T	70	SS6	Live	SRL
25	Church Road	Opposite Chapmans Road	Green	Concrete	5m	722	Sleeved s/e	Son T	70	SS9	Live	SRL
26	Church Road	Outside No. 56 Islay Villas	n/a	Galvanised	5m	722	Side entry	Cdo TT	70	SS9	Live	SRL
27	Church Road	On footpath adjacent to No.74	Green	Steel	5m	821	Post top	Cpo -T	45	P42	Live	Philips SGS451
28	Church Road	Now a County column										
29	Church Road	Now a County column										
30	Church Road	Now a County column										
31	St Mary's Church Road	Outside Church	Green	Steel	5m	722	Side entry	Son T	70	SS9	Live	Opalo
32	Church Road	Opposite No.104	Green	Steel	5m	722	Side entry	Son T	50	SS9	Live	SRL
33	Church Road	Outside Sundridge Place Farm	Green	Steel	5m	722	Side entry	Son T	50	SS9	Live	SRL
34	Church Road	50 yds South of Greystones Park opp S/Stn	Green	Steel	5m	722	Side entry	Son T	50	SS9	Live	SRL
35	Church Road	Outside Woodcote	Green	Steel	5m	722	Side entry	Son T	50	SS9	Live	SRL
36	Church Road	Outside Fairways	Green	Steel	5m	722	Pole bracket	Son T	70	SS9	Live	SRL
37	Greystone Park	Opposite No.25	Green	Concrete	5m	722	Sleeved s/e	Son T	50	SS9	Live	Thorn Jet
38	Greystone Park	Outside No.21	Green	Steel	5m	722	Side entry	Son T	50	SS9	Live	SRL
39	Greystone Park	Outside The Willows	Green	Steel	5m	722	Side entry	Son T	50	SS9	Live	SRL
40	New Road	Outside Oak Dene	n/a	Galvanised	5m	722	Side entry	Mbf/u	80 e/s	SS59	Live	AC Ford
41	New Road	Outside Greenways	Green	Steel	5m	722	Pole bracket	Son T	70	SS6	Live	SRL
42	New Road	Opposite Woodside Road	Green	Steel	5m	821	Side entry	L.E.D	34	P5	Live	SL4
43	New Road	Opposite Manor Road	Green	Steel	5m	821	Side entry	L.E.D	34	P5	Live	SL4
44	Manor Road	Outside No.13	Green	Steel	5m	722	Side entry	Son T	70	SS9	Live	SRL
45	Manor Road	Outside No.23	Green	Steel	5m	821	Top entry	Mbf/u	80	SS55	Live	AC FORD
46	Woodside Road	Outside No.15	Green	Steel	5m	722	Side entry	Son T	50	SS9	Live	SRL
47	Woodside Road	Outside No.24	Green	Steel	5m	821	Top entry	Mbf/u	80	SS55	Live	GEC
48	Woodside Road	Outside No.38	n/a	Galvanised	5m	722	Side entry	Son T	70	SS9	Live	SRL
49	Allotment Footpath	Woodside Road End	Green	Steel	5m	722	Side entry	Son T	70	SS9	Live	SRL
50	Allotment Footpath	Centre of Path, fork to Chapmans Rd	Green	Steel	5m	722	Side entry	Son T	70	SS9	Live	Streetfighter
51	Allotment Footpath	Nearest main Road	Green	Steel	5m	722	Side entry	L.E.D	28	SS19	Live	SL1
52	Chapmans Road	Outside No.21	n/a	Galvanised	5m	722	Side entry	Son T	70	SS9	Live	SRL
53	Chapmans Road	Outside No.7	Green	Concrete	5m	722	Top entry	Mbf/u	80	SS59	Live	GEC
54	Chapmans Road	Outside No.27	Green	Concrete	5m	722	Top entry	Mbf/u	80	SS59	Live	GEC
55	Chapmans Road	Outside No.45	Green	Steel	5m	722	Side entry	Son T	50	SS9	Live	SRL
56	Chapmans Road	Outside No.58	Green	Steel	5m	722	Side entry	Son T	70	SS9	Live	SRL
57	Chapmans Road	Outside No.69	Green	Steel	5m	722	Top entry	Mbf/u	80	SS59	Live	GEC
58	Chapmans Road	On Roundabout	n/a	Galvanised	5m	722	Side entry	L.E.D	18	SS9	Live	SRL
59	Chapmans Close	Outside No.2	Green	Steel	6m	722	Post top	Son T	50	SS9	Live	SRL
60	Chapmans Close	Outside No.5	Green	Steel	6m	722	Post top	Mbf/u E/S	80	SS59	Live	Urbis sml Albany
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 Nightinglae Lane (car park)	Green	Steel	5m	722	Pole bracket	Son T	50	SS9	Live	SRL
67	Main Road	Outside Jessamine Cottage	n/a	Galvanised	5m	821	Side entry	Son T	70	SS6	Live	SRL
68	Combe Bank Drive	Junction with Ovenden Road	Green	Steel	5m	821	Top entry	Mbf/u	80	P42	Live	AC Ford