

**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 **7.45pm. on Monday 28 July 2025** to transact the undermentioned business.

*Anaida Ewan*

Clerk 23 July 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. Members to update their Register of Business Interest forms
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 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.
7. To approve as a correct record the **Minutes** of the Parish Council meetings held on 23 June 2025
8. **To take Matters arising** from the Minutes where these are not covered under the subject headings below
9. **Finance, Personnel & Governance items**
  - 9.1 To agree the items received, paid and payable
  - 9.2 To agree the next steps with regard to the Sundridge Burial Ground by auction with Clive Emson Auctioneers
  - 9.3 To discuss and confirm the correct procedure for appointing contractors
  - 9.4 To discuss the procedures with regard to the Planning Committee
10. **Ide Hill**
  - 10.1 To receive the minutes of the Ide Hill Amenities Committee meeting on 30 June 2025 and a copy of the Stubbs Wood Action Group minutes from a meeting on 23 June 2025
  - 10.2 **Ide Hill Assets**

To discuss if there are any urgent issues with regard to the Ide Hill assets that were not covered at the Ide Hill Amenities Committee meeting.

    - 10.2.2 Scout Hut
    - 10.2.3 Use of Ide Hill Recreation Ground

## 11. Sundridge

### 11.1 To receive the minutes of the Sundridge Amenities Committee meeting on 24 July 2025

#### 11.2 Sundridge Assets

To discuss if there are any urgent issues with regard to the Sundridge assets that were not covered at the Sundridge Amenities Committee meeting.

## 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 Damage to Streetlight in Church Road

### 12.2 Correspondence

12.2.1 Kent Police

12.2.2 KALC - LOCAL GOVERNMENT REORGANISATION SURVEY

12.2.3 Chairman of Sevenoaks District Council - Tour of Lullingstone Manor House, Parish Church, and World Gardens - 13 August 2025

Chairman of Sevenoaks District Council - Bike Ride around Grand Prix - 15 August 2025

## 13. Dates of next meetings

**Monday 22 September 2025 at 7.45pm      Full Council Meeting – Sundridge Village Hall**

**Monday 20 October 2025 at 7.45pm      Full Council Meeting – Sundridge Village Hall**

**AGENDA DOCUMENTS**

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

Cllrs Fribbens and Wilson

**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.**

Agenda items 9.3 and 9.4 in part.

**7. To approve as a correct record the **Minutes** of the Parish Council meetings held on 23 June 2025**

***Minutes of Full Council Meeting held on Monday 23 June 2025  
at Sundridge Village Hall at 7.45pm***

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

***Apologies:*** Cllrs Allgood and Fribbens, Cllr Sandra Robinson (District)

***Attendance:*** 4 members of the public, Cllr Nigel Williams (County) (In part), Cllr Michelle Alger (District) (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 Cllrs Allgood and Fribbens, Cllr Robinson (District).***

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

*None.*

***3. Report from County Councillor***

***Cllr Nigel Williams (County and District)***

- Oversees planning
- Infrastructure – protect green belt and countryside better if SDC can push away undesirable developments
- Elected on 1 May 2025. Reform has a large number of seats.
- Not many issues because a lot of Reform Members are not attending meetings.
- Cover's Farm is the main issue affecting Sundridge and Ide Hill. They have no idea how the result is going to go. Hugely over engineered project.
- A25 Speed Cameras – he is keen to reignite that issue.

***Residents commented on the difficulty of sight coming out of New Road and it was agreed that the Clerk would write to the resident to ask them to cut the hedge back.***

*Cllr Williams left the meeting.*

### 4. Report from District Councillor

Cllr Robinson had previously provided a copy of her representation for the Cover's Farm Appeal on 3 June 2025 and it is attached at Appendix A.

A resident explained about how access to and from New Road and the high speed on the A25.

Members discussed at length the issues over speeding and parked cars.

Cllr Michelle Alger:

- Waste and Recycling – recommendation from 1 April 2026 to move alternate collections, food and glass. This has come from Central Government and is a legal requirement. There is a group working towards making it workable. There was a discussion around bins and how the system will work.

### 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.

Residents had made representation during the County and District Councillors Agenda items.

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

**Members resolved to discuss Agenda Items 7.0 and 10.6 in confidence.**

### 7. To co-opt a Member to represent the Ide Hill ward

**Members unanimously resolved to co-opt Tammy Coles as a Member representing the Ide Hill ward.**

### 8. To approve as a correct record the **Minutes** of the Parish Council meetings held on 19 May 2025

**Members resolved to agree the minutes of the meeting held on 19 May 2025.**

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

- Scout Hut – Cllr Maybury advised that they may have to spend some more money to get the agreement in place. **Members resolved to agree that the Parish Council should negotiate with UKPN and try to get a reduction in the Wayleave Agreement.**

### 10. Finance, Personnel & Governance items

#### 10.1 To agree the items received, paid and payable

**Members resolved to agree the items received and paid as at Appendix B.**

#### 10.2 Grant requests

##### 10.2.1 KSS Air Ambulance

**Members resolved to award a grant of £250 to KSS Air Ambulance.**

**10.3 To approve the 2024/25 Annual Return**

*10.3.1 To approve Annual Governance Statements for 2024/25*

***Members resolved to agree the Annual Governance Statements for 2024/25.***

*10.3.2 To approve Accounting Statements for 2024/25*

***Members resolved to agree the Accounting Statements for 2024/25.***

**10.4 To discuss and agree, if appropriate, the sale of Sundridge Burial Ground by auction with Clive Emson Auctioneers**

***Members resolved that the Clerk should instruct Clive Emson to sell the Land at Church Road, Sundridge, Sevenoaks TN14 6AU at auction with a reserve price of £XXXXx***

**10.5 To agree the Committee Structure and Membership**

***Members resolved to agree the Committee Structure and Membership as at Appendix C.***

**10.6 Staffing (Confidential item)**

***Members resolved to agree the proposals presented by the Personnel Committee.***

**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**

*To discuss if there are any urgent issues with regard to the Ide Hill assets otherwise items will be raised at the Ide Hill Amenities Committee meeting on 30 June 2025.*

- Fly tipping – Parish Council need to get a working party to sort out the mess.*
- Stubbs Wood – a new date needs to be put in for the presentation.*
- Ide Hill Recreation Ground – Members reported that Landscape Services grass is not cut around the hut.*
- Ide Hill Football Club – Member requested that Clerk should ask Ide Hill Football Club what the tufts are on the recreation ground.*

**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**

*To discuss if there are any urgent issues with regard to the Sundridge assets otherwise items will be raised at the Sundridge Amenities Committee meeting on. Monday 14 July 2025*

***None.***

**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**

*The Clerk advised that she has written to Sevenoaks District Council advising that as they had admitted liability the Parish Council expect them to cover the total cost of replacing the light.*

## 14. Dates of next meetings

<i>Monday 30 June 2025 at 6.00pm</i>	<i>Ide Hill Amenities Committee – Ide Hill Village Hall</i>
<i>Monday 14 July 2025 at TBC -</i>	<i>Sundridge Amenities Committee – Sundridge Pavilion</i>
<i>Monday TBC July 2025 at TBC</i>	<i>Finance &amp; Personnel Committee -</i>
<i>Monday 28 July 2025 at 7.45pm</i>	<i>Full Council Meeting – Sundridge Village Hall</i>

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

## 3.0 Access from New Road

### 11.1 Ide Hill Assets

- Landscape Services have been asked to cut around the Scout Hut.

- The markers on Ide Hill Recreation ground are “carrots” which mark out the pitches. This means that the pitches do not need to be re-measured each time they are marked out saving money.

They are perfectly safe and approved by the FA. The problem is someone has gone around the ground pulling them out.

**9. Finance, Personnel & Governance items**

**9.1 To agree the items received, paid and payable – to follow**

**9.2 To agree the next steps with regard to the Sundridge Burial Ground by auction with Clive Emson Auctioneers**

From: Chris Milne - Clive Emson Auctioneers <Chris.Milne@cliveemson.co.uk>

Sent: 20 July 2025 10:39

To: 'russell.maybury@sundridgewithidehill-pc.gov.uk' <russell.maybury@sundridgewithidehill-pc.gov.uk>

Cc: clerk@sundridgewithidehill-pc.gov.uk; joh@sundridgewithidehill-pc.gov.uk

Subject: RE: RE: Birchfield Burial Ground

Dear Russell

The auction catalogue isn't published until 28<sup>th</sup> August with the auction taking place 18<sup>th</sup> September.

On your specific instructions I can request a board is erected now however I can't start marketing early until we have the full legal pack so I have this morning requested Warners are instructed tomorrow morning.

I seem to remember there were some residents you wanted me to write to inform of the auction but I could be wrong?

Kind regards

Chris Milne MNAVA DipDEA

Auction Appraiser | Clive Emson Auctioneers

Rostrum House, Rocky Hill, London Road, Maidstone, Kent, ME16 8PY

### **9.3 To discuss and confirm the correct procedure for appointing contractors**

#### **Financial Regulations – approved by the Council in March 2025**

##### **4. *Budgetary Control and Authority To Spend***

1. Expenditure on revenue items may be authorised up to the amounts included for that class of expenditure in the approved budget. This authority is to be determined by:
  - The council for all items over £1,000;
  - A duly delegated committee of the council for items over £500; or
  - The Clerk, in conjunction with Chairman of Council or Chairman of the appropriate committee, for any items below £500.

Such evidence is to be evidenced by a minute or by an authorisation slip duly signed by the Clerk, and where necessary also by the appropriate Chairman.

Contracts may not be disaggregated to avoid controls imposed by these regulations

2. No expenditure may be authorised that will exceed the amount provided in the revenue budget for that class of expenditure other than by resolution of the council, or duly delegated committee. During the budget year and with the approval of council having considered fully the implications for public services, unspent and available amounts may be moved to other budget headings or to an earmarked reserve as appropriate ('virement').

### **9.4 To discuss the procedures with regard to the Planning Committee**

Cllr Branbrook expressed concern that Members had not been aware that they were responsible for reviewing planning applications prior to the Committee meeting in order to make an appropriate response.

Members can review all documents associated with an application on the Sevenoaks District Council's website.

[www.sevenoaks.gov.uk/info/20013/planning\\_applications](http://www.sevenoaks.gov.uk/info/20013/planning_applications)



**10. Ide Hill**

**10.1 To receive the draft minutes of the Ide Hill Amenities Committee meeting on 30 June 2025 and a copy of the Stubbs Wood Action Group minutes from a meeting on 23 June 2025**

***Ide Hill Amenities Committee  
Minutes of a meeting held at Ide Hill Village Hall  
on Monday 30 June 2025 at 6.30pm***

**Present:** Cllrs Coles, Fribbens (Chair), Manley and Maybury  
**In attendance:** 8 members of the public, Mrs A Barlow (Clerk)  
**Apologies:** Cllrs Evans, Allgood and De Bono

1. To receive apologies and reasons for absence.

*Apologies were received and accepted from Cllrs Evans. The Sundridge Members were not required to attend as the meeting was quorate.*

11. To welcome the new Member representing the Ide Hill Ward, Cllr Tammy Coles.

*Cllr Fribbens introduced Cllr Tammy Coles who was co-opted to the Council on 23 June 2025.*

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

*None.*

- 12. 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.*

- *Mr & Mrs Northcote prepared a statement which she read out about the deer fencing erected by the Montreal Estate. She was concerned about the effect on Sundridge and Ide Hill and her personally.*
- *Nigel Rainey – Ide Hill Scout – recently become the Leader of the Scout Group. There was a mention of Stubbs Wood about using the woods. Cllr Sharron Manley agreed to contact Mr Rainey to show him the areas suitable for use in Stubbs Wood.*
- *Dominic Rossi asked why the £200 income was not carried forward to 2025/26 Stubbs Wood budget. The Clerk explained that this income was not ring fenced and went into the Parish Council funds at the end of the year.*

13. 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 8.3.***

14. To agree the minutes of the meeting held on 7 April 2025 and matters arising not covered under Agenda Items.

***Members resolved to agree the minutes of the meeting held on 7 April 2025.***

**15. Stubbs Wood**

## Sundridge with Ide Hill Parish Council

### 7.1 Management Plan

The CSA grant ran out in December 2024. Current Woodland Management Plan runs out in 2028. The Parish Council is not receiving the CSA Stewardship Grant. Members need to consider whether to have a new Woodland Management Plan or make an amendment to the Woodland Management Plan.

Members agreed that the work of the Woodland Management is nearly complete and the Plan was amended to reflect the work had been done.

**Members resolved to modify the existing Woodland Plan in order to apply for a grant next year and then work on the Woodland Management Plan for 2028.**

**Members agreed that Kate Henry should present at a public meeting later in the year.**

**Members agreed to take the Agenda Items in the following order.**

### 11. Items to Note/Consider

#### 11.2 Deer proof Fencing constructed by the Montreal Estate

**Members resolved that the Clerk should ask Cllr Robinson to check with the Planning Officer if the fence contravenes Planning Regulations. It was agreed that if the fence does not contravene Planning Regulations then there is nothing further to do. If it does contravene Planning Regulations then the Parish Council will submit an objection.**

#### 7.2 Stubbs Wood Volunteers

None

#### 7.3 Stubbs Wood Account at 30 June 2025

Noted at Appendix A.

### 16. Ide Hill Public Conveniences

#### 8.1 Opening times

96% of usage of the toilets is between 9am and 4pm.

#### 8.2 Report from Plumber

**Members resolved that the Clerk should instruct the plumber to make the**

#### 8.2 Castle Water

**Members resolved that Cllr Fribbens should contact Castle Water to deal with outstanding bill.**

### 9. Ide Hill Recreation and Green

#### 9.1 Ide Hill Recreation Ground

The Clerk agreed to speak to Landscape Services about cutting behind the Scout Hut and to ask Ide Hill Football Club about moving the plastic markers.

#### 9.2 Electricity supply to Ide Hill Scout Hut

**Members agreed that the Clerk and Cllr Maybury should get two more quotes.**

**Members resolved that if a quote was obtained under £1,000 then they should be appointed.**

### 10. Goathurst Common

#### 10.1 Goathurst Common Playground Project Account at 30 June 2025

Noted at Appendix B.

There will be an official opening on August 24<sup>th</sup> 2025.

### 11. Items to Note/Consider

#### 11.1 Ide Hill Village Hall Constitution

Members had no objection to the Constitution.

#### 11.2 Deer proof Fencing constructed by the Montreal Estate

## Sundridge with Ide Hill Parish Council

*This item was discussed after Agenda Item 7.1.*

### *11.3 Streetlighting*

*There were no issues.*

### *11.4 Defibrillator and First Aid Training*

*Members agreed that the should service the Defibrillator.*

### *12. Date of next meeting*

Appendix A

**Stubbs Wood Budget @ 31 March 2025**

	Receipts	Ring Fenced	Payments	Payments against ring fenced income
Carried f/wd from 2023/24		1,178.00		
<b>2024/245</b>				
RPA Grant	4,724		5,399	5,399
Other Income	200			
	<u>4,924</u>	<u>1,178.00</u>	<u>5,399</u>	<u>5,399</u>
Ring fenced income		4,724.00		
c/f ring fenced income		1,178.00		
less ring fenced payments		<u>-5,399.00</u>		
<b>Ring fenced income c/f to 25/26</b>		<b>503.00</b>		

**Stubbs Wood Budget @ 30 June 2025**

	Receipts	Ring Fenced	Payments	Payments against ring fenced income
Carried f/wd from 2024/25		503.00	1,153.44	
		<u>503.00</u>	<u>1,153</u>	

## Sundridge with Ide Hill Parish Council

### Appendix B – Goathurst Common Playground Project Account

	In	Out
From Fund raising	£ 18,275.00	
Lottery grant	£ 19,999.00	
WKRG	£ 24,999.00	
Round Table Grant	£ 8,734.75	
Donations	£ 1,690.00	
PC grants	£ 5,250.00	
Sutcliffe Play 1		£ 64,974.53
Sutcliffe Play 2		£ 1,850.40
Landscaping Part 1		£ 1,967.50
Totals	£ 78,947.75	£ 68,792.43

Still to come are:

	Estimates
Picnic benches	£ 1,600.00
Gaolposts	£ 1,600.00
Landscaping Part 2	£ 4,510.00
Signage	£ 500.00
Total	£ 8,210.00

The Parish Council has received a return payment of £1,513.68 from Sutcliffe Play so the total held in reserves is:

	78947.76
Less	<u>68792.43</u>
	10155.32
Plus	<u>1513.68</u>
	<b><u>11669.00</u></b>

# Sundridge with Ide Hill Parish Council

Minutes of a meeting of SWAG on Monday 23<sup>rd</sup> June 2025 held at 9.45am at Foxgrove House, Nightingale Lane, Goathurst Common, Ide hill.

In attendance:-

Sharron Manley  
Dominic Rossi  
Stephen Palmer (on Zoom)  
Caroline Lingham  
Richard Don

1. Apologies for absence were received from Martyn Fribbens who was unwell.
2. The Notes of the Meeting held on 17<sup>th</sup> March 2025 were taken as read, having been previously circulated.
3. Next steps with regard to:-
  - a. Appointing a Forestry Expert and plans for the future and defining the scope of the retainer of the Expert.
    - i. Sharron outlined the steps she and Martyn had so far taken to identify an expert to advise the Parish Council. They had interviewed a number of potential candidates, and eliminated all but two. The final appointment will need to be approved by the PC. The proposal put by Kate Harvey of Maydencroft (KH) was discussed in some detail, her proposal being the one which Sharron would be recommending to the PC. KH had produced a list of possible Countryside Stewardship Higher Tier grants which might be appropriate for Stubbs Wood and we discussed that list as follows:-
      1. Woodland Management Plan (WMP) and Species Management Plan. Grant aid for these is available at the rate of £1,500 for the WMP and £409.58 for each of such reports. The cost of a WMP is estimated at between £2,500m and £3,000, thus a net cost to the PC of between £1,000 and £1,500 respectively. The advice seems to be to proceed to prepare a new WMP as well as a Deer Management Plan (DMP) and a Squirrel Management Plan (SMP) now, ahead of the expiry of the current WMP, so as to be ready to apply when the WMP expires in approximately two years' time. But see below as to the timing of the availability of grant aid.
      2. Woodland Improvement. Grant aid for this could amount to £4,918.71 per annum, but it was not clear what works would be necessary to secure this, but see subparagraph 4 below.
      3. Deer Supplement and Squirrel Supplement. Grant aid is available estimated by KH to amount annually to £4,066.65 for deer management and £2,323.80 for squirrel management. Again it was not clear exactly what work is needed to secure such grants, but the principle of how both are known to be carried out in different locations was discussed. Deer management involves placing a marksman or two in specific locations with rifles to shoot deer who come into range. This could be in the area below Lady Amherst's Drive, where Aaron Cornish had coppiced. Richard and Dominic were concerned about risk to the public in a woodland to which the public

have open access, but were assured that safety could be maintained by placing of signs and closure of footpaths. It was agreed that more details would be required to assess this and Sharron considers that education of the public as to the need to cull deer because of the great damage they do will be important. As to squirrel management, humane traps would be employed.

4. There was a discussion about the general headings of managing native woodland, improving woodland resilience, rhododendron control and management supplement, restoring coppicing, for each of which there is grant aid available, but no precise details of what these involve. A number of those headings appear to overlap with each other and with Woodland Improvement. It was agreed that KH will need to advise as to how to go about this, including replanting with broadleaf, leaving/making glades. However, it was felt that the volunteers may already be doing much of what is required, such as removing Himalayan balsam, holly and rhododendron. It was noted that the volunteers need to record what they are doing, probably by taking photographs. However, if it is right that grant aid has ceased and will not be restored until a new WMP is in place (see post), none of the current work will qualify for grant aid.
5. Support for threatened species, for which grant aid is available, was not discussed.
6. Small, medium and large wildlife boxes give rise to grant aid, and this was noted.
7. Manage historic features in woodlands. It was noted that grant aid is available for this, and that there were a number of historic features in Stubbs Wood, including:-
  - a. In 1554, during Wyatt's rebellion against Queen Mary, a rebel force of about 500 men led by Henry Isley clashed with a similar-sized loyal force led by Lord Abergavenny and Sir Robert Southwell, at Wrotham Hill. After a running battle over about 4 miles, the rebels made their last stand at Hartley Wood, where they were defeated. A gallows was set up in the wood and many people were hanged, hence the name of Hanging Bank came into effect.
  - b. Stubbs Wood was requisitioned for use as an ammunition dump during World War II;
  - c. For many years, part of Stubbs Wood was used as a quarry for extracting chert stone.
  - d. There is a bomb crater near Hanging Bank.

It was suggested that it might be possible to obtain the help of a university student to assist with the research necessary to progress this topic. Stephen has a copy of the student's dissertation subject and will send this to Sharron.

8. Coppicing bankside trees and earth bank restoration. It was noted that grant aid is paid for each tree dealt with. The subject of dealing with the trees overhanging at Hanging Bank has been raised by SWAG before. It is necessary to check carefully what is needed to be done, and in that context, a new tree survey is now required in respect of the whole of the wood. It is not known who is to do this, but Dominic asked that the PC should ensure that trees needing attention be



identified by a What3words identifier. Sharron clarified that the cost of any work to clear dangerous trees by the roadside falls to be paid for by the PC out of general funds, not out of funds allocated to Stubbs Wood. The PC will need to pay for the tree survey out of general funds and it was noted again that in Sharron's view, there will be no further grant aid for the next two years.

9. 2-tone rides was not discussed.

10. Deer enclosure pit, deer high seat and squirrel traps, see above.

11. Open access, footpath access, bridleway and cycle route access, access for people with reduced mobility and upgrading ways for cyclists and horse riders. It was noted that surfacing with loose materials is difficult on sloping access ways and it was further noted that if anything were to be done in respect of surfacing, it would probably be limited to the main rides.

12. Educational and Countryside Educational access. See below.

ii. As to the scope of the Forestry Expert's retainer, Dominic suggested that the PC should, if possible, negotiate a fixed price retainer, to avoid the problems which have occurred in the past with escalating costs of the previous advisers.

b. Establishing outcomes for Stubbs Wood required by the PC and/or the public.

i. Richard questioned what the PC would like the woods to look like in 10 years at the end of the next WMP. There was no clear answer to this, but Sharron would provide some examples of what could be done. In general terms, Sharron would like to make Stubbs Wood as species, flora and fauna rich as possible. She expressed the hope that future works would see coppicing where needed on a gentle basis over time, as well as clearing glades and thinning. She had already expressed her view that, subject to hearing from KH as to what is appropriate for Stubbs Wood, the PC should proceed with the woodland management items, including deer and squirrel management, as discussed above.

ii. She mentioned possible planting of hazel and encouraging dormice. She would also like to see a concentration on provision of educational access visits accreditation which provides grant aid at the rate of £277.26 per course. She noted that if this involved children, toilet facilities might be needed, but a 100% grant could be available. Stephen would like to see an emphasis on wellbeing.

iii. Sharron has asked KH to provide a presentation of what can be done in the woods and she is waiting for a date for this. Asked to whom that presentation would be made, she suggested that it might be not only to the PC and SWAG, but also to the public. After discussion, it was suggested that it might be better to precede this with a questionnaire to be completed by members of the public to see if there was some common accord as to what the public wanted to achieve. Caroline provided a copy of a previous questionnaire. Sharron requested the other members of the Group to provide, within one week, questions which could be asked. Questionnaires could be distributed at the Village Shop or on a website.

c. Ensuring public support for those outcomes - determining what steps are required to be taken to achieve those desired outcomes - to ensure continuation of grant aid and to amend the current WMP if required or desirable.

i. As to achieving the outcomes and determining next steps, and ensuring public support, see above.



- ii. As to ensuring continuation of grant aid, Sharron advised that the Countryside Stewardship Agreement (CSA) expired at the end of December 2024 and that accordingly grant aid has ceased until the PC is invited to apply again, which is not, accordingly to KH now going to be until 2026. By that time the current WMP will only have a limited time left to run. Sharron's view, based on advice from KH and supported by Caroline, is that the PC should set about preparing a new WMP, a DMP and an SMP now, at a cost to the PC as set out above. However, at the present time, the PC has no available funds. It is not clear if at the same time as preparing the new WMP and the reports, the contents of a new CSA should also be considered. It was noted that at the time of incurring those costs, no grant aid funding will be in place, so there would appear to be a significant risk that the whole cost will fall on the PC unless grant aid can be backdated to cover expenses already incurred. And if grant aid is available and the PC's application for a new WMP does not succeed, whether the grant aid is still available and/or whether KH's fees are still payable. There does not appear to be any grant aid available to prepare a new CSA. All this needs to be checked with KH. Richard suggested that KH should be requested to prepare a draft cashflow so that the PC can see what the cash requirements are likely to be at each stage of the process.

#### 4. Matters arising.

- a. Obtaining the services of a student to assist with Stubbs Wood. See above.
- b. Obtaining a grant for the benefit of the Stubbs Wood volunteers from SDC. Richard felt that the job of the volunteers is to work in the woods and they do not expect to get involved in such matters as making grant applications. Richard and Dominic will give some thought to this<sup>1</sup>.
- c. Encouraging the Forest School to move to the wood if their current location turns out not to be possible. This is not to proceed.
- d. The 'Bluebell Walk'. This was mainly a success.
- e. Spraying the invasive species and seeking payment of the grant for spraying not taken up. No progress.
- f. Whether Aztec have finished. They have.
- g. The felling of dangerous trees, including trees above Richard Walkling's house. See above.
- h. To note that the repair of Hanging Bank steps has been completed by the Volunteers. Noted.
- i. The replacement of lost footpath markers and to note that one seems to have been replaced by KCC. More markers will be obtained from KCC.
- j. The replacement of barriers at all entry points to Stubbs Wood. Noted.
- k. To note the terms of the general authority granted by the PC to the Volunteers to carry out general works of repair and maintenance around the Village Hall complex and the PC's confirmation that the Volunteers are covered by the PC's insurance in relation to such matters. Noted.
- l. Progress with upgrading the PC's website and/or developing a specific website for Stubbs Wood. Sharron reported that the PC are happy for SWAG to promote its own website. She will liaise with Stephen with a view to progressing this.

---

<sup>1</sup> Note. Richard and Dominic have discussed this and they thought that, because SWAG has neither a bank account nor a constitution, that it might be the PC who would need to apply on behalf of their volunteers. However, Richard has contacted the SDC who are due to ring him back when they have identified who at the SCC might be able to advise on this.

5. AOB  
There was none.
6. DONM  
To be determined.

## 10.2 Ide Hill Assets

10.2 To discuss if there are any urgent issues with regard to the Ide Hill assets that were not covered at the Ide Hill Amenities Committee meeting.

### 10.2.2 Scout Hut

**From:** Sean Murphy <Sean.Murphy@blackhallpowis.com>  
**Sent:** 17 July 2025 10:58  
**To:** russell.maybury@sundridgewithidehill-pc.gov.uk  
**Cc:** clerk@sundridgewithidehill-pc.gov.uk  
**Subject:** RE: Ide Hill - Scout Hut

Hi Russell,

I completely understand, you can confirm that UKPN have reviewed the requirement of the Wayleave. It has been decided as the service is purely serving property that is owned by the PC and the cable is only within the ownership of the PC then a land access form is the only document required.

Kind Regards

Sean Murphy  
Associate Director – Networks (England & Wales)  
Blackhall & Powis Ltd.

From: "Sean Murphy" <[Sean.Murphy@blackhallpowis.com](mailto:Sean.Murphy@blackhallpowis.com)>  
Sent: Thursday, July 17, 2025 5:27am  
To: "[russell.maybury@sundridgewithidehill-pc.gov.uk](mailto:russell.maybury@sundridgewithidehill-pc.gov.uk)" <[russell.maybury@sundridgewithidehill-pc.gov.uk](mailto:russell.maybury@sundridgewithidehill-pc.gov.uk)>  
Cc: "[clerk@sundridgewithidehill-pc.gov.uk](mailto:clerk@sundridgewithidehill-pc.gov.uk)" <[clerk@sundridgewithidehill-pc.gov.uk](mailto:clerk@sundridgewithidehill-pc.gov.uk)>  
Subject: RE: Ide Hill - Scout Hut

Good Morning Russell,

Apologies for the delay in getting back to you.

I have this morning had a meeting with the instructing officer and ran through the concerns in terms of payments and the Wayleave. Upon reflection and further review, UKPN are content with obtaining a Land Access Form signed. The attached a populated copy of the Land Access Form that we will need a signature from the Parish Council on.

This will allow the work to take place, the requirement from needing a Wayleave is no longer required. As the land in which the cable will be installed is within land owned by the Parish Council.

If you need a hard copy sent in the post to you, please do let me know.

Hopefully this will now mean that things can progress.

Kind Regards

Sean Murphy  
Associate Director – Networks (England & Wales)  
Blackhall & Powis Ltd.  
Chartered Surveyors  
LAND | MARINE | COMMUNITIES  
Property Services for Energy, Utilities and Infrastructure Providers

# Sundridge with Ide Hill Parish Council



<b>Owner:</b> Sundridge with Ide Hill Parish Council	<b>Address:</b> Amanda Barlow
<b>Tel No:</b> 07495 962372	Parish Clerk, 203-209 Main Road
<b>Mob No:</b> <a href="mailto:clerk@sundridgewithidehill-pc.gov.uk">clerk@sundridgewithidehill-pc.gov.uk</a>	Sundridge TN14 6EJ
<b>PRINT:</b>	<b>SIGN:</b>

<b>Tenant:</b> N/A	<b>Address:</b> N/A
(if applicable)	
<b>Tel No:</b> N/A	
<b>Mob No:</b> N/A	
<b>PRINT:</b> N/A	<b>SIGN:</b> N/A

<b>Location:</b>	Public Open Space – Recreational Area		
<b>Type of Access Required</b>			
Track <input checked="" type="checkbox"/>	4WD <input checked="" type="checkbox"/>	Quad <input type="checkbox"/>	Foot Only <input type="checkbox"/>
<b>Other (please specify):</b>			

<b>Pole Numbers:</b> N/A	<b>Grid Ref:</b> TQ 48587 51940
<b>Notes:</b>	
Access to install a new low voltage underground service cable to the Scout Hut, and to remove the current underground service fed from a low voltage pole on the boundary with Chailey	
5 days' notice required prior to any works to be completed	
All damage to be rectified.	

<b>Blackhall &amp; Powis Representative</b>		
<b>PRINT:</b> Sean Murphy	<b>SIGN:</b>	<b>DATE:</b> 17/072025

### 10.2.3 Use of Ide Hill Recreation Ground

The Parish Council has become aware that the Ide Hill Recreation Ground is being used by a private after school club as a commercial venture, when the weather is bad they pay to use the Scout Hut. Members will need to consider if the PC should approach the club to secure a hiring rate to bring them in line with the hiring rates paid by other users on Sundridge Recreation Ground.

## 11. Sundridge

**11.1 To receive the draft minutes of the Sundridge Amenities Committee meeting on 24 July 2025 – to follow**

**11.2 Sundridge Assets - to follow**

To discuss if there are any urgent issues with regard to the Sundridge assets that were not covered at the Sundridge Amenities Committee meeting.

## 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 Damage to Streetlight in Church Road

The Clerk has asked that Cllr Robinson intervene and she has advised that she will be discussing the matter with SDC and their legal team.

**From:** Adam Cudd <Adam.Cudd@sevenoaks.gov.uk>

**Subject:** RE: 3700028050, UMC Church Road TN14 6DT

Dear Amanda,

Thank you for your correspondence.

Please be advised that Sevenoaks District Council has met its obligations by formally reporting this incident to our insurance provider. Our insurance company has conducted and concluded their investigation into the matter.

Consequently, we are not in a position to remit any additional funds beyond the insurance settlement.

Kind regards,

**Adam Cudd**

Operations Manager Sevenoaks District Council

## Sundridge with Ide Hill Parish Council

**From:** Sundridge with Ide Hill Parish Council <[clerk@sundridgewithidehill-pc.gov.uk](mailto:clerk@sundridgewithidehill-pc.gov.uk)>

**To:** Adam Cudd <[Adam.Cudd@sevenoaks.gov.uk](mailto:Adam.Cudd@sevenoaks.gov.uk)>

Dear Adam

Sundridge with Ide Hill Parish Council has asked me to contact you regarding this damaged light.

Whilst we have received a settlement figure it does not cover the costs to fully replace the light.

ZMI have offered the following:

*We have reviewed the quote we have been provided and would like to make an offer of £4,300.00 +VAT (if applicable) this is to take into account wear and tear.*

The Parish Council agree that SDC should cover all the costs to repair the streetlight as follows:

1. ZMI have advised that SDC have admitted liability
2. Therefore it is for SDC to replace the streetlight
3. It would be for SDC to negotiate with ZMI the amount they will pay
4. Any shortfall would be for SDC to make up

The full costs to repair the streetlight is as follows:

UKPN - £5,789 – quote attached

Streetlights Costs - £1,515

To supply and install a 5m Galvanised column c/w SL8 LED lantern

Initial costs - £274.25

Attended site following RTA to meet UKPN and disconnect supply to column.

Removed broken concrete column from site and disposed

I look forward to hearing from you at your earliest convenience

With best wishes

Amanda

Amanda Barlow

Clerk to Sundridge with Ide Hill Parish Council

Parish Telephone Number: 07495 962372

[www.sundridgewithidehill-pc.gov.uk](http://www.sundridgewithidehill-pc.gov.uk)

### 12.2 Correspondence

#### 12.2.1 Kent Police

##### Monthly Policing Update

It has been a particularly busy month for your local policing team. While PC Watson has been tied up with commitments related to his previous role, this has not slowed down PC Wilson's efforts. He has been actively responding to numerous incidents across the county, supporting both your local area and assisting fellow beat officers.

##### Riverhead and Dunton Green

PC Wilson has made several visits to Tesco following reports of youths accessing restricted areas at the rear of the store. Multiple stop-and-searches were conducted, and several individuals have been identified. Working alongside the Child-Centred Policing Team, the Victim-Based Crime Team, and other beat officers, these individuals will be dealt with through interviews, Community Protection Warnings, and Acceptable Behaviour Agreements.

In another incident, PC Wilson and PCSO Harwood stopped a vehicle containing a male wanted for three serious offences in London. Although the male tested negative for drugs, a personal amount of cannabis was found in the vehicle. The London offences have already been addressed, and the male has now been dealt with for the drug-related matter. The vehicle was found to be in order.

##### Badgers Mount, Halstead, and Knockholt

PC Wilson and PC Costin visited Polhill Garden Centre to promote the "My Community Voice" initiative, engaging with residents to identify the top three local concerns. Residents are encouraged to participate in the survey via the My Community Voice platform.

Additionally, CCPT delivered a talk to Year 6 students at Knockholt Primary School, offering guidance on transitioning to secondary school. Topics included personal safety, online safety, caring for belongings during travel, and the legal use of e-scooters.

##### Brasted, Chevening, Sundridge, and Chipstead

The recent spell of good weather has led to a noticeable increase in anti-social behaviour, particularly around Chipstead Lake. Thanks to the proactive efforts of the local sailing club and collaboration with the Child-Centred Policing Team, individuals involved are being identified and will be dealt with appropriately.

##### Westerham

While on patrol with PC Panton from the Neighbourhood Task Force, PC Wilson stopped a vehicle driving recklessly. The suspect had collided with another vehicle and attempted to flee but was swiftly apprehended. A search revealed the individual was wanted by three separate police forces and was in possession of multiple drugs. He has been remanded in custody pending a court appearance.

During PC Wilson's absence, his colleagues ensured continued safety in Westerham, arresting two males involved in rogue trading.

##### Other Notable Incidents

## Sundridge with Ide Hill Parish Council

- PC Wilson arrested a prolific shoplifter in Sevenoaks town.
- He also apprehended a male wanted for offences against women and girls.
- Over the weekend, PC Wilson supported a Section 34 dispersal order in Eynsford Riverside. A dirt bike was seized for lack of insurance, and the rider was issued a Section 59 warning and a Section 34 direction to leave. The bike will only be returned upon proof of insurance.

### **Pol-Ed Launch**

The Pol-Ed programme officially launched at the end of May and is now being introduced in both primary and secondary schools across the Sevenoaks District. Many schools have already signed up, and further visits are planned to encourage wider participation.

#### **About Pol-Ed:**

Developed by PSHE specialists and quality-assured by West Yorkshire Police, Pol-Ed is a free educational resource for all Kent and Medway schools. It aligns with PSHE and RSHE curriculum standards and includes lessons, assemblies, and interactive content. By October, it is expected to cover up to 90% of the PSHE curriculum.

### **Sevenoaks Family Fun Days**

The Child-Centred Policing Team (CCPT) will be attending the SDC Family Fun Days this summer. They will offer free bike marking for high-value bicycles on the following dates:

- **Monday 4th August** – Greatness
- **Monday 7th August** – Swanley Park
- **Monday 11th August** – South Darenth
- **Tuesday 12th August** – Hartley
- **Thursday 21st August** – Westerham



12.2.2 KALC - LOCAL GOVERNMENT REORGANISATION SURVEY

**From:** Laura Dyer <manager@kentalc.gov.uk>

**Sent:** 18 July 2025 16:19

**Subject:** LOCAL GOVERNMENT REORGANISATION SURVEY

Dear Member,

Further to Charmaine's email below, many thanks to those who have already completed the Local Government Reorganisation survey. We've received 141 responses so far — thank you for your valuable input.

To ensure we receive a response from everyone, we are extending the deadline to **Monday, 4th August**. We understand that you may wish to consult with your members before submitting your final response. To assist with this, we've attached both a PDF and a Word version of the survey for ease of discussion and collation.

Once you've gathered your responses, please kindly submit them via the SurveyMonkey link here: <https://www.surveymonkey.com/r/8TD637L>

Thank you for your continued engagement and support.

Kind Regards

*Laura Dyer  
Finance and Administration Manager  
Kent Association of Local Councils*

*White Cliffs Business Park  
Whitfield  
Dover*

*Kent, CT16 3PJ*

12.2.3 Chairman of Sevenoaks District Council - Tour of Lullingstone Manor House, Parish Church, and World Gardens - 13 August 2025

# The Chairman of Sevenoaks District Council Councillor Lynda Harrison

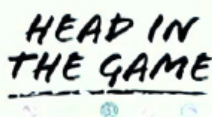
Invites you to join her for a  
Tour of Lullingstone Manor House, Parish  
Church, and World Gardens including a Buffet  
Lunch

Wednesday 13<sup>th</sup> August 12 - 3pm  
Tour is being given by Tom Hart Dyke as he  
celebrates the World Gardens 20<sup>th</sup> Anniversary  
£40pp

To Book:

**[E: chairman@sevenoaks.gov.uk](mailto:chairman@sevenoaks.gov.uk)**

**T: 01732 227305**



**The Chairman of  
Sevenoaks District Council  
Lynda Harrison**  
invites you to join her in a

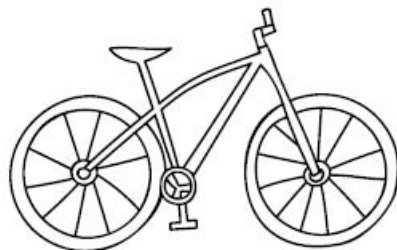
**Bike Ride around Grand Prix  
Brands Hatch Race Circuit**

**Friday 15<sup>th</sup> August 6 - 8pm**



**Adult - £10  
Child (Under 13's) - £5  
Family of 2 Adults, 2 Children - £25**

**For more Information, Please Contact:  
E: [chairman@sevenoaks.gov.uk](mailto:chairman@sevenoaks.gov.uk)  
T: [01732 227305](tel:01732227305)**



**13. Dates of next meetings**

**Monday 22 September 2025 at 7.45pm      Full Council Meeting – Sundridge Village Hall**

**Monday 20 October 2025 at 7.45pm      Full Council Meeting – Sundridge Village Hall**