

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 23 February 2026** to transact the undermentioned business.

Ananda Eno

Clerk 18 February 2026

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 26 January 2026.
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 a transfer from reserves to cover the outstanding items as discussed and agreed by the Amenities Committees of Ide Hill and Sundridge
 - 9.3 To confirm receipt of conclusion of audit and AGAR 24-25 and agree next actions.
10. **Ide Hill**
 - 10.1 To discuss the following in relation to Stubbs Wood
 - 10.2.1 Presentation by Kate Harvey of Maydencroft
 - 10.2.2 Current position with regard to the Stubbs Wood Management Plan and the RPA Grant.
 - 10.2 To discuss and agree, if appropriate, next actions and allocation of finance with regard to the following
 - 10.2.1 Tree Survey
 - 10.2.2 Fencing on Ide Hill recreation ground
 - 10.2.3 Additional bin at location
 - 10.2.4 Use of Ide Hill Recreation Ground by Ide Hill Football Club
 - 10.2.5 Access to Ide Hill Recreation Ground

11. Sundridge

- 11.1 To note the minutes of the Sundridge Amenities Committee and Sundridge Village Hall Committee on 11 February 2026
- 11.2 To discuss and agree, if appropriate, any next actions with regard to Bowser's Meadow
- 11.3 To discuss and agree, if appropriate, next actions and allocation of finance with regard to the following:
 - 11.3.1 Sundridge Village Hall
 - Curtains
 - Drains (outside)
 - Area of damp inside hall
 - Additional chairs and tables
 - 11.3.2 Sundridge Recreation Ground
 - Electrical work at the Pavilion
 - 11.3.3 Free library

12. General Items

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

12.1 Streetlighting

12.2 Highways

12.2.1 APNR

12.2.2 Meeting with Kent Highways

12.3 Correspondence

12.3.1 SDC – Views on anti social behaviour

12.3.2 Local Government Reorganisation Update

12.4 Strategic Planning Day

13. Dates of next meetings

- 13.1 To agree the dates of the next meetings of the Parish Council

AGENDA DOCUMENTS

1. To receive apologies and reasons for absence.

Apologies received from:

Cllrs Fribbens, Coles, Banbrook, Collins and De Bono

4. Report from District Councillor

From: Cllr Robinson, Sandra <cllr.robinson@sevenoaks.gov.uk>

Sent: 23 February 2026 07:56

Dear Amanda and all at Sundridge Parish Council,

Apologies I will not be able to come to the parish council meeting this evening,

I have only one piece of news for you concerning the District Council, which has arisen in the time since your last parish council meeting:

At the recent Audit Committee meeting, the Council's external auditor, Grant Thornton, confirmed that they have had to issue a disclaimed opinion on the Council's 2024/25 accounts. As this is the second consecutive year in which a disclaimer has been issued, I will share more details:

The disclaimer is partly from the ongoing national audit backlog, which affects about 46% of local authorities, so we are not alone here.

But, the auditor is clear, the disclaimer is additionally due to a lack of sufficient assurance provided across several accounting areas. The auditor was not given sufficient information in time, and there were discrepancies they could not (were not given the time to) resolve before the mandatory sign-off date, which means they cannot be confident the accounts are correct, and therefore cannot sign off on the Council's accounts.

This was also the case last year, and the auditor told us the assurance gap has unfortunately grown not reduced. They acknowledge the Council has addressed/resolved 4 out of the 15 recommendations they made last year, but there are matters that continue from previous years, including the Fixed Asset Register, which has for some years cannot reconcile the list of Council assets and the valuation of those assets. For those amongst you who are accountants: MIRS, CFR (capital financing requirement), and valuation of land, buildings and investments are among the several further accounting lines for which there is insufficient assurance for 2024/25.

As the auditor points out, addressing this is also a priority in the context of forthcoming Local Government Reorganisation. [For your info: the three other borough councils with whom we might form a West Kent Unitary Authority, have all had their accounts signed off with unqualified opinion - meaning: full assurance - by Grant Thornton].

The auditor informed us that, should sufficient progress not be made in the near future, they might consider issuing a statutory recommendation. A statutory recommendation is a formal, public measure, and can impact on reputation and external confidence.

The above information I have given you is all taken from, and available for public view in, the Auditor's Annual Report and their Audit Findings Report which are both on the council website. You can find them via the calendar of meetings and then papers for the Audit Committee last Tuesday 10 February. I would send you the link here, but even as councillor, I cannot access the website from abroad!

I will of course update you when I have news of progress on this.

I think everything else can wait until your March meeting, but in the meantime, do send me any questions, from the public or yourselves, by email.

Wishing you a good meeting!

Kind regards,

Sandra

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. To approve as a correct record the **Minutes** of the Parish Council meetings held on 26 January 2026.

***Minutes of Full Council Meeting held on Monday 26 January 2026
at Sundridge Village Hall at 7.45pm***

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

Apologies: Cllr Collins, Manley and Powell, Cllr Williams (County & District)

Attendance: Cllr Sandra Robinson (District) (in part) and Cllr Michelle Alger (District) (in part), 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 Collins, Manley and Powell and Cllr Williams (County).

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 Williams has sent his apologies.

4. ***Report from District Councillor***

Cllr Alger reported she had gone to the recycling shop at Allington. It was a very good experience and Cllr Alger advised that everything from Dunbrik is going to Allington at the moment. KCC is reviewing their strategy.

Cllr Robinson reported that:

The accounts from Sevenoaks District Council have been disclaimed as the Council could not provide the supporting documents in time.

Scrutiny Committee – Junction of Westerham Junction/Chipstead - she had met with the Chief Inspector of Police in Sevenoaks. Cllr Robinson asked for everyone to please report any incidents to the Police via My Community Voice.

Sundridge with Ide Hill Parish Council

Cllr Robinson advised that she has been contacted about the flood in Church Road and the drainage work is being done on 20 February 2026.

Cllr Alger advised that she is asking SDC what they are doing with the Revenue from the car parks. Cllrs Alger and Robinson left the meeting.

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.

None.

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

Members resolved to agree the minutes of the meeting held on 8 December 2025.

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

None.

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

9.1 To agree the items received, paid and payable

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

9.2 To note the draft minutes of the Finance & Personnel Committee Meeting held on 19 January 2026.

Noted.

9.3 To agree the budget for 2026-27

Members unanimously agreed to set the budget for 2026/27 at £125,090.

Members unanimously agreed to set the budget for the Village Hall for 2026/27 at £8,390.

Full details are included at Appendix B.

9.4 To agree the precept for 2026-27

2026/27

Tax base is 943.61

Precept £95,000

$£95,000/943.61 = £100.68$

Payments : £125,090

Less

Income: £30,090

£95,000

Members unanimously agreed to set the precept for 2026/27 at £95,000.

9.5 To agree, if appropriate, the Landscape Services Contract for 2026/27

Members resolved to agree the Landscape Services Contract for 2026/27.

9.6 To agree, if appropriate, the purchase of "flood" prevention kit

Members agreed to allocate a budget of £1,000 towards the flood prevention kit.

9.7 To agree, if appropriate, the purchase of a critical First Aid kit for both Sundridge and Ide Hill

Members agreed to purchase two First Aid kits at a cost of £45 each.

9.8 To discuss awarding a grant to the Sevenoaks Volunteer Transport Group

Members resolved to award a grant of £150 to the Sevenoaks Volunteer Transport Group.

10. **Ide Hill**

10.2 To note the draft minutes of the Ide Hill Amenities Committee meeting on 12 January 2026.

Noted.

Sundridge with Ide Hill Parish Council

10.3 To discuss and agree the following in relation to Stubbs Wood

10.2.3 Presentation by Kate Harvey of Maydencroft – to confirm the final details

Members agreed the time, date and location of the meeting. It was agreed that Cllr Allgood would Chair the meeting.

10.2.4 Current position with regard to the Stubbs Wood Management Plan and the RPA Grant.

Cllr Fribbens advised that the Parish Council will be applying for the Countryside Higher Tier award. The Parish Council will now complete and send the pre-application to the RPA this week.

Cllr Maybury reported that the Forestry Commission has agreed in writing that the current Woodland Management Plan can be extended to 2029 to align with the maturity dates of the felling licences.

10.2.5 Tree Survey

The Clerk is awaiting a quote from other companies to carry out tree surveys.

10.3 To consider and agree, if appropriate, a request to use Ide Hill Green on 23 to 25 May 2026.

Members resolved to agree that Ide Hill Green can be used on 23 to 25 May 2026 for the Ide Hill Village Fete.

11. Sundridge

11.1 To note the Sundridge Amenities update

Noted. It was agreed that the Sundridge Amenities Committee will hold a meeting shortly.

11.2 To discuss and agree, if appropriate, next actions with regard to Bowser's Meadow

Members agreed to discuss Bowsers Meadow at the Sundridge Amenities Committee meeting.

11.3 To consider and agree, if appropriate, a request to use Sundridge Recreation Ground on 12 July 2026.

Members resolved to agree Sundridge Recreation Ground can be used on 12 July 2026 for the School Fete.

12. General Items

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

12.1 Streetlighting

No issues to report.

12.2 Highways

12.2.1 Speeding

Members noted the chart and asked the Clerk to speak to Cllr Williams (County) about getting more information about the data from Kent Highways.

12.2.2 Salt bags and Winter Plan

It was agreed to put information about the grit bins on social media platforms.

12.3 Correspondence

None.

13. Dates of next meetings

13.1 Dates of the next meetings of the Parish Council

It was suggested that the date of the next meeting may need to be moved due to the availability of Members.

Monday 16 February 2026

Full Council Meeting at 7.45pm – Sundridge Village Hall

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

10.2 Ide Hill Amenities Committee Minutes – update on UKPN/Scout Hut

From: wadepeter93@gmail.com

Sent: 11 February 2026 17:30

To: clerk@sundridgewithidehill-pc.gov.uk

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

Subject: RE: UKPN - New cable to the Scout Hut.

Thank you for letting me know about this but it is something that none of us Owners of 1-4 Farrells Field need to be involved in as we jointly own our access drive and we will not allow UKPN to excavate a trench along our drive just for the benefit of the Owner of Chailey to have the overhead cable buried for no other reason than it is unsightly. This has been the subject of several emails between us and the Consultant acting for UKPN last year who confirmed the current cable was not dangerous. I will shortly copy you in on the email we sent them.

This suggestion came up when the previous Owner of Chailey (the bungalow at the rear of The Old Post Office) asked UKPN if it would be possible to have this work carried out. This was at least 10 years ago. She then sold the bungalow to the current Owner who does not seem particularly worried about the overhead cable particularly if he will have to pay for the works himself. The Scouts are also not affected by this proposal although Robin Mills had said he would like to see the cable become underground so the Scouts could have a fibre Internet cable installed to the Scout Hut using UKPN's trench. UKPN have said they will not allow that in any case. As you will be aware, BT now almost exclusively install the fibre cables overground using poles and so the Scouts could if really necessary, ask BT to install a fibre cable over Chailey as per the existing UKPN cable.

So even if UKPN needed to bury a new cable underground for safety reasons, it would have to commence at the other side of The Old Post Office where their pole is located, in a new trench through their garden and then across the garden of Chailey. I doubt either Owners would be happy with that idea.

So although we were contacted by UKPN about a year ago all four of us Owners made it clear that they could not route any new cable below our tarmac drive.

This has taken many years for the idea to be considered by UKPN and I am relieved that at last it has been dropped as it is not a safety issue.

You ask if "we are in agreement for the PC to obtain legal costs etc." This has nothing to do with us and you should therefore be corresponding with the Scouts and the Owners of Chailey and The Old Post Office.

Regards.

Peter.

Sundridge with Ide Hill Parish Council

9. Finance, Personnel & Governance items

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

23 February 2026 (2025-2026)

RECEIPTS LIST - 26 January to 23 February 2026

Code	Date	Description	Supplier			Total
Income Casual	26/01/2026	Hall Hire	Hall Hire Casual	X	45.00	45.00
Income Nayax	13/02/2026	Toilet Door Income	Nayax Europe UAB	X	209.15	209.15
			Total		254.15	254.15

PAYMENTS LIST 26 January to 23 February 2026

Code	Date	Description	Supplier				Total
Travel Expenses	26/01/2026	Mileage	Mrs A C Barlow	X	55.80		55.80
Supplies for meetings	26/01/2026	Coffee and Biscuits	Mrs A C Barlow	X	8.89		8.89
Supplies for meetings	26/01/2026	Coffee and Biscuits	Mrs A C Barlow	X	17.35		17.35
Photocopier and photocopying	26/01/2026	Photocopier rental	KCC	S	59.60	11.92	71.52
Grass cutting	26/01/2026	Grounds Maintenance 2024 (October, November, December)	Commercial Services	S	1,271.22	254.24	1,525.46
Cleaning	26/01/2026	Deep clean of Pavilion and Village Hall	C H Specialist Services	X	600.00		600.00
Renovations	26/01/2026	Reconfiguration of Kitchen	Banbrook Handyman and Garden Services	X	520.00		520.00
Booking Software	26/01/2026	Scribe Accounting Software	Scribe	S	348.00	69.60	417.60
Cleaning	26/01/2026	Deep clean of Pavilion and Village Hall	C H Specialist Services	X	600.00		600.00
Energy Costs	26/01/2026	Calor Gas	Calor Gas	L	11.98	0.60	12.58
Christmas festivities Sundridge	26/01/2026	Christmas expenses	Cllr J Banbrook	X	226.94	41.41	268.35
Christmas festivities Sundridge	26/01/2026	Christmas expenses	Mrs Gill Hughes	S	112.46	22.49	134.95
Christmas festivities Sundridge	26/01/2026	Christmas expenses	Mrs Gill Hughes	S	356.97	71.40	428.37
Christmas Trees	26/01/2026	Christmas expenses	Kevin Smith	X	23.00		23.00
WiFi	30/01/2026	WiFi Village Hall	Onecom Limited	S	89.29	17.86	107.15
Supplies for meetings	13/02/2026	Coffee and Biscuits	Mrs A C Barlow	X	9.80		9.80
Training	13/02/2026	Room Hire Strategic Day	Sevenoaks Town Council	S	169.58	33.92	203.50
Photocopier and photocopying	13/02/2026	Photocopier rental	KCC	S	59.60	11.92	71.52
Parish mobile telephone	13/02/2026	Mobile	Mrs A C Barlow	S	19.79	3.96	23.75
Parish WiFi (Clerk)	13/02/2026	WiFi	Mrs A C Barlow	X	10.00		10.00
Parish Zoom account	13/02/2026	Zoom	Mrs A C Barlow	S	11.99	2.40	14.39
External Auditor	13/02/2026	External Audit 24-25	Forvis Mazars	S	420.00	84.00	504.00
ROSPA Inspection (Playgrounds)	13/02/2026	Playground Inspection	Play Inspection Company	S	280.00	56.00	336.00
Grass cutting	13/02/2026	Ground Maintenance Oct to Dec 25	Commercial Services	S	1,878.64	375.73	2,254.37
Ground Maintenance	13/02/2026	Tree work at the recreation ground	All Angles Tree Care	S	2,450.00	490.00	2,940.00
Christmas festivities Sundridge	13/02/2026	Christmas expenses	Graham Hughes	X	142.75		142.75
Other grants	13/02/2026	Grant for SVT	Sevenoaks Volunteer Transport Group	X	150.00		150.00
Cleaning	19/02/2026	Cleaning	Val & Sander Reytenbach	X	180.00		180.00
Conveniences cleaning	19/02/2026	Cleaning	Val & Sander Reytenbach	X	500.00		500.00

PAYMENTS LIST at 24 February 2026

Code	Date	Description	Supplier				Total
Travel Expenses	24/02/2026	Mileage	Mrs A C Barlow	X	51.30		51.30
Supplies for meetings	24/02/2026	Coffee and Biscuits	Mrs A C Barlow	X	12.30		12.30
Stationery	24/02/2026	Paper	Mrs A C Barlow	S	19.12	3.83	22.95
Energy Costs	24/02/2026	Streetlighting Electricity Jan to March 25	NPower	S	1,864.27	372.85	2,237.12
General Costs	24/02/2026	Groundworks at Stubbs Wood	Four Elms Groundwork	X	675.00		675.00
General Costs	24/02/2026	Hire of machinery for Stubbs Wood	Vantage Hire	S	317.50	63.50	381.00
Energy Costs	24/02/2026	Electricity - Rec	NPower	L	180.21	9.01	189.22
Conveniences energy costs	24/02/2026	Electricity - toilets	EDF Energy	L	108.27	5.41	113.68
Damage from Hirers	24/02/2026	Replacement window following party at hall	Sevenoaks Glazing	S	130.00	26.00	156.00

Sundridge with Ide Hill Parish Council

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9.2 To agree a transfer from reserves to cover the outstanding items as discussed and agreed by the Amenities Committees of Ide Hill and Sundridge

Detailed Budget Summary

Cost Centre 11 (Between 01/04/2025 and 23/02/2026)

Current Year 2025-2026

Ide Hill Car Park and Public

Code Title	Budget	Receipts			Payments			
		Actual	Forecast	Total	Budget	Actual	Forecast	Total
64 Conveniences cleaning					6,000.00	5,500.00		5,500.00
66 Conveniences door pay system						910.00		910.00
68 Conveniences energy costs					680.00	905.42		905.42
65 Conveniences Maintenance					1,000.00	120.00		120.00
67 Conveniences supplies					550.00	563.94		563.94
69 Conveniences water					1,000.00	4,828.33		4,828.33
63 Ide Hill car park (at public conveniences)					500.00			
122 Income Grant								
123 Income Nayax	2,500.00	2,551.99		2,551.99				
71 Miscellaneous Contingency					150.00	4.00		4.00
70 Sevenoaks District Council Rates					370.00			
SUB TOTAL	2,500.00	2,551.99		2,551.99	10,250.00	12,831.69		12,831.69

Summary

TOTAL	2,500.00	2,551.99		2,551.99	10,250.00	12,831.69		12,831.69
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Detailed Budget Summary

Cost Centre 6 (Between 01/04/2025 and 23/02/2026)

Current Year 2025-2026

Ide Hill - Stubbs Wood

Code Title	Budget	Receipts			Payments			
		Actual	Forecast	Total	Budget	Actual	Forecast	Total
33 General Costs					3,400.00			
120 Income Cycling Clubs	200.00	200.00		200.00				
128 Income General								
119 Income RPA	4,700.00							
34 Professional Services					1,000.00	1,100.00		1,100.00
144 Training					1,000.00			
35 Tree Survey					500.00			
145 Volunteer Expenses					800.00	177.22		177.22
SUB TOTAL	4,900.00	200.00		200.00	6,700.00	1,277.22		1,277.22

Summary

TOTAL	4,900.00	200.00		200.00	6,700.00	1,277.22		1,277.22
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Sundridge with Ide Hill Parish Council

Detailed Budget Summary

Cost Centre 10 (Between 01/04/2025 and 23/02/2026)

Current Year 2025-2026

Sundridge Recreation

Code Title	Budget	Receipts			Budget	Payments		
		Actual	Forecast	Total		Actual	Forecast	Total
59 Adult exercise equipment					50.00			
56 Cleaning					350.00	600.00		600.00
60 Energy Costs					1,500.00	4,075.53		4,075.53
58 Ground Maintenance					400.00	2,750.00		2,750.00
115 Income Casual								
117 Income Ide Hill Football Club	3,000.00	3,300.00		3,300.00				
116 Income Radnor House	10,000.00	7,750.00		7,750.00				
124 Income Sundridge AllStars	600.00	110.00		110.00				
62 Miscellaneous Contingency					500.00	20.00		20.00
57 Pavilion Maintenance					3,000.00	1,125.00		1,125.00
130 Professional Services								
142 Sundridge Pavilion Renovations					1,510.00	3,007.00		3,007.00
61 Water					250.00	62.81		62.81
SUB TOTAL	13,600.00	11,160.00		11,160.00	7,560.00	11,640.34		11,640.34

Summary

TOTAL	13,600.00	11,160.00		11,160.00	7,560.00	11,640.34		11,640.34
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Detailed Budget Summary

Cost Centre 9 (Between 01/04/2025 and 23/02/2026)

Current Year 2025-2026

Sundridge Village Hall

Code Title	Budget	Receipts			Budget	Payments		
		Actual	Forecast	Total		Actual	Forecast	Total
155 Booking Software					500.00	348.00		348.00
132 Car Park					500.00			
47 Cleaning					2,500.00	2,580.00		2,580.00
161 Damage from Hirers								
49 Electricity and Gas		390.00		390.00	3,000.00	3,630.71		3,630.71
111 Income Boogie Bounce	1,575.00	504.00		504.00				
114 Income Casual	1,500.00	1,830.00		1,830.00				
110 Income Dance School	4,000.00	2,821.30		2,821.30				
113 Income Pilates	1,000.00	540.00		540.00				
48 Maintenance		400.00		400.00	500.00	600.00		600.00
54 Music Licence					175.00	153.78		153.78
141 Renovations					2,750.00	520.00		520.00
151 Supplies					250.00			
50 Water					100.00			
52 WiFi					550.00	922.44		922.44
SUB TOTAL	8,075.00	6,485.30		6,485.30	10,825.00	8,754.93		8,754.93

Summary

TOTAL	8,075.00	6,485.30		6,485.30	10,825.00	8,754.93		8,754.93
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Ide Hill

Stubbs Wood Outstanding Items:

Tree Survey

Ide Hill Public Conveniences

Payment of o/s water bill

Health & Safety check

On going payments

Sundridge

Sundridge Recreation Ground

Sundridge Pavilion.

Supply and fit 5 toilet roll holders

Refix toilet pan to floor

Refix toilet seat, New unit may be required at additional cost.

Locate and refit loft hatch

Supply and fit weather seal to bottom of fire door.

Remove and replace internal door lock.

Labour £250

Parts £195

Front Door

Remove door handle and lock, make repair to wooden door frame around lock area, replace lock and handle.

Labour £180

Parts £65

Lobby toilets side door.

Cut 12mm sheet board to cover broken door, secure and paint to match current door colour.

Labour £200

Parts £60

Gas works - taps - £405.00

Electrical work currently quoted at approx. £3k.

Sundridge Village Hall

SVH

New cupboard from main Hall

Remove current door and set to hinge from RH side opening into cupboard.

Labour £200

Parts £45

If time allows I will look to secure the outside rain water down pipe that looks to be causing the damp patch on wall in main hall.

Additional costs:

- Curtains – quote approximately £3K.
- Tables and chairs - £1.5K (chairs) £1.5k
- Work to remove/replace notice board outside £200
- Skip to remove rubbish £300
- Additional work to repair wall inside £?

Section 3 – External Auditor’s Report and Certificate 2024/25

In respect of

Sundridge with Ide Hill Parish Council

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02 as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/> .

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2025; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor’s limited assurance opinion 2024/25

Except for the matters reported below on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

The Council has not fully implemented recommendations made in 2023/24 external audit reports in respect of discharged its responsibilities as the sole managing trustee of its trust funds. The Council answered 'Yes' to assertion 7 in the 2024/25 Annual Governance Statement, claiming it has taken appropriate action in respect of audit reports. In future, the Council should ensure that appropriate action in response to audit recommendations is taken within a reasonable time.

Other matters not affecting our opinion which we draw to the attention of the authority:

In undertaking the review of the 2024/25 Annual Governance and Accountability Return it came to our attention that in 2025 the Council has not met the requirements of the 2015 Accounts and Audit Regulations to provide electors with a period of exactly 30 working days, including the first 10 working days of July, to inspect the accounts. The Council should ensure that in 2025/26 they comply with the Regulations and respond no to the relevant assertion in its Annual Governance Statement as the assertion is retrospective and refers to compliance during the relevant financial year rather than in respect of it.

In undertaking the review of the 2024/25 Annual and Accountability Return (AGAR) it came to our attention that Council has not fully discharged its responsibilities as the sole managing trustee of its trust funds. The Council has correctly answered 'No' to assertion 9 in the 2024/25 Annual Governance Statement and box 11b of the Accounting Statements. In future, the Council should ensure that it takes appropriate action to ensure its responsibilities are met.

3 External auditor certificate 2024/25

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2025.

*We do not certify completion because:

Not applicable

External Auditor Name

Forvis Mazars LLP, Newcastle Upon Tyne, NE1 1DF

External Auditor Signature

Forvis Mazars LLP

Date

21 January 2026

Sundridge with Ide Hill Parish Council

Members were aware that the duties with regard to the Sundridge Village Hall Trust has not been met and they answered this question correctly. This has now been actioned and the Village Hall is dealt with separately.

However, it is unclear as to why the external auditor has said the Parish Council did not display the accounts but we did and the Clerk has gone back to Mazars



[Home](#) [News](#) [Parish Council](#) [Village Hall](#) [Recreation Ground](#) [Our Community](#) [Contact](#) [Site Map](#)

AGAR 24-25

Published: 24 June 2025

[Sundridge with Ide Hill PC AGAR 24-25.pdf](#)

[Exercise of Public Rights 24-25.pdf](#)

10. Ide Hill

10.4 To discuss the following in relation to Stubbs Wood

10.4.1 Presentation by Kate Harvey of Maydencroft

10.4.2 Current position with regard to the Stubbs Wood Management Plan and the RPA Grant.

Update from Ide Hill Members

10.2 To discuss and agree, if appropriate, next actions and allocation of finance with regard to the following

10.2.1 Tree Survey

All Angles is quoting to do the work.

10.2.2 Fencing on Ide Hill recreation ground
Contractor to be appointed.

10.2.3 Additional bin at location

The PCC has confirmed that it has no objection to the bin being placed on their land. The Clerk has contacted SDC to see if they will collect from the bin.

10.2.4 Use of Ide Hill Recreation Ground by Ide Hill Football Club

From: Clare Dance-Harvey <c.dance-harvey@hotmail.co.uk>

Sent: 10 February 2026 17:36

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

Subject: Ide hill fc

Good evening, Ide Hill FC are looking at running another tournament this year, it raised £3500 last year for the club which really helped with running costs. We need to raise funds more than ever this year with rising costs and to make some repairs to the clubhouse due to a leak in the attic last month. I have spoken to Liz who owns the field behind the recreation ground regarding using the field for parking again and I've reassured her that we will have more parking marshalls this year. I was just checking that the parish council are also ok with it, we are looking at July sometime. Would you guys be happy for us to go ahead again ? We would love to do it over 2 weekends but understand you may only want us to do one

Kind regards Clare

Sundridge with Ide Hill Parish Council

10.2.5 Access to Ide Hill Recreation Ground

Please note Mr Hipkin is NOT a resident of the Parish.

From: Sean Hipkin <seanhipkin@hotmail.com>

Sent: 16 February 2026 17:31

To: clerk@sundridgewithidehill-pc.gov.uk

Subject: Request for improved hard-surfaced pathways at Ide Hill Recreation Ground

Dear Sundridge with Ide Hill Parish Council,

I am writing as a local resident and regular visitor to Ide Hill Recreation Ground to request consideration of improved hard-surfaced pathways within the park to enhance accessibility for all users.

Ide Hill Recreation Ground is a valuable community space, enjoyed by families, dog walkers, and residents of all ages. However, the absence of hard-surfaced paths means that during periods of poor weather the ground becomes muddy and difficult to navigate, which significantly limits year-round use.

This lack of accessible pathways can create barriers for people using wheelchairs or mobility aids, parents with pushchairs, older residents, and carers. In wet conditions, access can become challenging or, in some cases, impractical, preventing many people from safely enjoying the space.

I would therefore like to ask the Parish Council to consider the installation of a hard-surfaced pathway, ideally forming a continuous loop around the recreation ground. Such an improvement would greatly increase accessibility, encourage regular use throughout the year, and help ensure that the recreation ground is inclusive and welcoming for everyone in the community.

Thank you for taking the time to consider this request. I would be grateful for any information or updates regarding whether improvements to pathways at Ide Hill Recreation Ground might be considered in future planning discussions.

Yours sincerely,
Sean Hipkin

Riverhead

11. Sundridge

11.1 To note the minutes of the Sundridge Amenities Committee and Sundridge Village Hall Committee on 11 February 2026

Minutes of Sundridge Village Hall Committee Meeting held on Wednesday 11 February 2026 at the Sundridge Village Hall at 6.30pm

Present: Councillors Allgood, De Bono (Chair), Powell and Wilson

Apologies: Cllr Collins and Evans

Attendance: Amanda Barlow (Clerk) and 0 members of the public

1. To receive apologies and reasons for absence.

Apologies were received and accepted from Cllr Collins and Evans.

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

None

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

None

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

None.

5. To agree the minutes of the meeting held on 14 October 2025 and matters arising not covered by Agenda Items.

Members resolved to agree the minutes of 14 October 2025 as a true record of the meeting.

6. To discuss and agree, if appropriate, next actions following the Playground Inspections

Members noted the report and the Clerk confirmed that she has asked for a quote to get the items addressed as soon as possible.

7. To discuss and agree, if appropriate, next actions with regard to Parish Assets

7.1 Bowers Meadow

Members agreed that the following areas should be removed from the Landscape Services Contract.

Sundridge - Bowers Meadow - Flail mow on 8 occasions

Sundridge - Bowers Meadow - Hedge cutting on 1 occasion

Sundridge - Bowers Meadow – Mow whole area on 8 occasions

Agri Service Partnership will take over the contract for grass cutting from 1 April 2026.

Landscape Services will continue to maintain the space around the playground.

7.2 Sundridge Recreation Ground including pavilion

Members resolved to agree the quotes from Banbrook Home and Garden and Gas Safe as at Appendix A.

7.3 Coronation Gardens

No update as it is too water logged.

8. To discuss and agree any Summer events

8.1 SDC Family Fun Days

The Clerk advised that she has booked Monday 17 August 2026 for the SDC Family fun day. Further details to be agreed nearer the time.

8.2 Summer Event

It was agreed that the Sundridge Summer Event would be the drinks after the Annual Parish meeting and that they would support the Summer Woodland Walk at Ide Hill.

9. Date of next meeting

The date of the next meeting is 22 April 2026 and it will be held at the Pavilion on Sundridge Recreation Ground.

Appendix A

Sundridge Pavilion.

Supply and fit 5 toilet roll holders

Refix toilet pan to floor

Refix toilet seat, New unit may be required at additional cost.

Locate and refit loft hatch

Supply and fit weather seal to bottom of fire door.

Remove and replace internal door lock.

Labour £250

Parts £195

Front Door

Remove door handle and lock, make repair to wooden door frame around lock area, replace lock and handle.

Labour £180

Parts £65

Lobby toilets side door.

Cut 12mm sheet board to cover broken door, secure and paint to match current door colour.

Labour £200

Parts £60

Gas Safe Solutions Ltd

56 CHAPMANS ROAD
SUNDRIDGE
SEVENOAKS
KENT TN14 6DS

MOBILE 07976 890671

Sundridge with Ide Hill PC

3rd Dec 2025

QUOTATION 1259

I have pleasure in quoting for your plumbing requirements as follows:

Tap replacements

- *Remove all existing basin taps*
- *Fit 4 basins with 2 taps (hot and cold) and 1 basin with 1 tap (cold), taps to be non concussive set to around a 10 second run*

£405.00
plus VAT @20%
£81
Total £486.00

All my prices include all materials and labour required for the work quoted for, any additional work or materials which arise as the job progresses maybe chargeable extras but not without consulting you first and your consent. All waste will be removed from site upon completion. Should this quotation be acceptable to you, a 50% interim payment on the materials and labour charge will be requested at the start of the works, with the balance to be paid upon satisfactory completion. All work covered by £1 million public liability insurance.

This quotation will be valid for one month from the above date.

Sundridge with Ide Hill Parish Council

Minutes of Sundridge Village Hall Committee Meeting held on Wednesday 11 February 2026 at the Sundridge Village Hall at 6.30pm

Present: Councillors Allgood, De Bono, Powell and Wilson (Chair)

Apologies: Cllrs Collins and Evans

Attendance: Amanda Barlow (Clerk) and 0 members of the public

It was agreed that Cllr Wilson would be the Chair of the Sundridge Village Hall Committee

10. To receive apologies and reasons for absence.

Apologies were received and accepted from Cllr Collins and Evans.

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

None

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 agreed discussions over hirers should be confidential.

14. To agree the minutes of the meeting held on 14 October 2025 and matters arising not covered by Agenda Items.

Members resolved to agree the minutes of 14 October 2025 as a true record of the meeting.

6. Items to discuss regarding the hall:

6.1 Outside area

6.2 Storage area

SVH

New cupboard from main Hall

Remove current door and set to hinge from RH side opening into cupboard.

Labour £200

Parts £45

Every care will be taken to reduce damage to the current door whilst doing the works but due to reusing the door it will show old fitting marks and have not allowed for painting.

If time allows I will look to secure the outside rain water down pipe that looks to be causing the damp patch on wall in main hall.

Members agreed the quote from Banbrook Home and Garden and ask the Clerk to instruct the work.

6.3 Curtains

It was agreed to ask Hilary's to requote for the curtains. Members noted that they had received funding from SDC of £2,000 for the curtains but the total amount received of £4,000 was allocated to the Pavilion refurbishment.

6.4 Deposit

6.5 Bookings

Members discussed at length the type of bookings and taking a deposit. It was agreed that should there be an enquiry for hire of the hall for a party then Members should consider charging a deposit.

The Clerk advised that the tables were stacked in a very dangerous position (as there is only one trolley) and showed photographic evidence. Members also commented that hirers had advised that there was not enough chairs and the additional ones outside were disgusting.

It was agreed to order more tables, an additional trolley and more chairs.

7. *To note the accounts of the Village Hall at 31 December 2025*

Members noted the accounts at Appendix A.

8. *Date of next meeting will be the same as the Sundridge Amenities Committee*

It was agreed to have the next meeting at the Pavilion on 22 April 2026.

Sundridge with Ide Hill Parish Council

Appendix A

Listing of Payments for Sundridge Village Hall

(Between 01-04-2025 and 11-02-2026)

Cost Centre Sundridge Village Hall

Code 155 Booking Software

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
263	26/01/2026			Unity Trust Bank		Scribe Accounting Software	Scribe	S	348.00	69.60	417.60
						Subtotal for Code: Booking Software			£348.00	£69.60	£417.60

Code 47 Cleaning

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
1	15/04/2025			Unity Trust Bank		Cleaning	Val & Sander Reytenbach	X	180.00		180.00
41	20/05/2025			Unity Trust Bank		Cleaning	Val & Sander Reytenbach	X	180.00		180.00
53	20/06/2025			Unity Trust Bank		Cleaning	Val & Sander Reytenbach	X	180.00		180.00
76	16/07/2025			Unity Trust Bank		Cleaning	Val & Sander Reytenbach	X	180.00		180.00
107	20/08/2025			Unity Trust Bank		Cleaning	Val & Sander Reytenbach	X	180.00		180.00
131	19/09/2025			Unity Trust Bank		Cleaning	Val & Sander Reytenbach	X	180.00		180.00
139	20/10/2025			Unity Trust Bank		Cleaning	Val & Sander Reytenbach	X	180.00		180.00
178	20/11/2025			Unity Trust Bank		Cleaning	Val & Sander Reytenbach	X	180.00		180.00
204	17/12/2025			Unity Trust Bank		Cleaning	Val & Sander Reytenbach	X	180.00		180.00
234	20/01/2026			Unity Trust Bank		Cleaning	Val & Sander Reytenbach	X	180.00		180.00
259	26/01/2026			Unity Trust Bank		Deep clean of Pavilion and Village HaC H Specialist Services		X	600.00		600.00
						Subtotal for Code: Cleaning			£2,400.00		£2,400.00

Code 49 Electricity and Gas

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
30	12/05/2025			Unity Trust Bank		Gas	British Gas	L	1,934.99	96.75	2,031.74
31	06/06/2025			Unity Trust Bank		Electricity	British Gas	L			
85	18/07/2025			Unity Trust Bank		Electricity	British Gas	L	201.78	10.09	211.87
86	31/07/2025			Unity Trust Bank		Gas	British Gas	L	169.65	8.48	178.13
117	11/08/2025			Unity Trust Bank		Gas	British Gas	L	236.82	11.84	248.66
124	05/08/2025			Unity Trust Bank		Gas	British Gas	L	169.65	8.48	178.13
147	09/10/2025			Unity Trust Bank		Electricity	British Gas	L	13.59	0.68	14.27
148	09/10/2025			Unity Trust Bank		Gas	British Gas	L	155.62	7.78	163.40
188	11/11/2025			Unity Trust Bank		Electricity Hall	British Gas	L	63.76	3.19	66.95
189	11/11/2025			Unity Trust Bank		Gas Village Hall	British Gas	L	136.81	6.84	143.65
223	08/12/2025			Unity Trust Bank		Gas Village Hall	British Gas	L	202.22	10.11	212.33
224	08/12/2025			Unity Trust Bank		Electricity Hall	British Gas	L	67.20	3.36	70.56
244	15/01/2026			Unity Trust Bank		Electricity Hall	British Gas	L	98.19	4.91	103.10
250	15/01/2026			Unity Trust Bank		Gas - Hall	British Gas	L	180.43	9.02	189.45
						Subtotal for Code: Electricity and Gas			£3,630.71	£181.53	£3,812.24

Code 48 Maintenance

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
56	18/07/2025			Unity Trust Bank		Clearing of outside of Village Hall	Banbrook Handyman and Garden £X		200.00		200.00
143	05/08/2025			Unity Trust Bank		Village Hall Car park maintenance	Banbrook Handyman and Garden £X		200.00		200.00
199	09/06/2025			Unity Trust Bank		Village Hall Car park maintenance	Banbrook Handyman and Garden £X		200.00		200.00
						Subtotal for Code: Maintenance			£600.00		£600.00

Code 54 Music Licence

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
183	11/11/2025			Unity Trust Bank		Music Licence	PPL PRS	S	153.78	30.76	184.54
						Subtotal for Code: Music Licence			£153.78	£30.76	£184.54

Code 141 Renovations

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
261	26/01/2026			Unity Trust Bank		Reconfiguration of Kitchen	Banbrook Handyman and Garden £X		520.00		520.00
						Subtotal for Code: Renovations			£520.00		£520.00

Code 52 WiFi

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
73	30/04/2025			Unity Trust Bank		WiFi Village Hall	Onecom Limited	S	77.34	15.47	92.81
74	30/05/2025			Unity Trust Bank		WiFi Village Hall	Onecom Limited	S	77.34	15.47	92.81
95	30/06/2025			Unity Trust Bank		WiFi Village Hall	Onecom Limited	S	77.34	15.47	92.81
157	31/07/2025			Unity Trust Bank		WiFi Village Hall	Onecom Limited	S	77.34	15.47	92.81
158	30/09/2025			Unity Trust Bank		WiFi Village Hall	Onecom Limited	S	89.29	17.86	107.15
191	31/10/2025			Unity Trust Bank		WiFi Village Hall	Onecom Limited	S	77.34	15.47	92.81
192	31/08/2025			Unity Trust Bank		WiFi Village Hall	Onecom Limited	S	89.29	17.86	107.15
202	31/10/2025			Unity Trust Bank		WiFi Village Hall	Onecom Limited	S	77.34	15.47	92.81
225	28/11/2025			Unity Trust Bank		WiFi Village Hall	Onecom Limited	S	101.24	20.25	121.49
268	31/12/2025			Unity Trust Bank		WiFi Village Hall	Onecom Limited	S	89.29	17.86	107.15
						Subtotal for Code: WiFi			£833.15	£166.65	£999.80
						Subtotal for Cost Centre: Sundridge Village Hall			8,485.64	448.54	8,934.18

TOTALS £8,485.64 £448.54 £8,934.18

Sundridge with Ide Hill Parish Council

Listing of Receipts for Sundridge Village Hall

(Between 01-04-2025 and 11-02-2026)

Cost Centre Sundridge Village Hall

Code 49 Electricity and Gas

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
10	18/07/2025			Unity Trust Bank		Returned British Gas Payment	British Gas	X	178.13		178.13
33	18/07/2025			Unity Trust Bank		Returned British Gas Payment	British Gas	X	211.87		211.87
Subtotal for Code: Electricity and Gas									£390.00		£390.00

Code 111 Income Boogie Bounce

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
14	30/07/2025			Unity Trust Bank		Boogie Bounce Hall Hire	Boogie Bounce	X	504.00		504.00
Subtotal for Code: Income Boogie Bounce									£504.00		£504.00

Code 114 Income Casual

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
3	22/04/2025			Unity Trust Bank		Hall Hire	Wasim Choudry	X	105.00		105.00
6	16/05/2025			Unity Trust Bank		Hall Hire	Sevenoaks District Council	X	320.00		320.00
16	04/08/2025			Unity Trust Bank		Village Hall Hire	J H Trading	X	240.00		240.00
17	11/08/2025			Unity Trust Bank		Village Hall Hire	Wasim Choudry	X	105.00		105.00
19	19/09/2025			Unity Trust Bank		Village Hall Hire	GL Jones	X	60.00		60.00
20	10/10/2025			Unity Trust Bank		Village Hall Hire	Riley Shorey	X	120.00		120.00
27	28/10/2025			Unity Trust Bank		Village Hall Hire	Sevenoaks Players	X	40.00		40.00
28	04/11/2025			Unity Trust Bank		Village Hall Hire	Ruby Whittington	X	220.00		220.00
36	29/09/2025			Unity Trust Bank		Village Hall Hire	Birchfield Management Company	X	30.00		30.00
37	28/10/2025			Unity Trust Bank		Hall Hire	Sevenoaks Players	X	40.00		40.00
38	04/11/2025			Unity Trust Bank		Hall Hire	Hall Hire Casual	X	220.00		220.00
39	12/11/2025			Unity Trust Bank		Hall Hire	Hall Hire Casual	X	100.00		100.00
42	20/01/2026			Unity Trust Bank		Village Hall Hire	Hall Hire Casual	X	45.00		45.00
43	26/01/2026			Unity Trust Bank		Hall Hire	Hall Hire Casual	X	45.00		45.00
44	13/01/2026			Unity Trust Bank		Hall Hire	Hall Hire Casual	X	140.00		140.00
Subtotal for Code: Income Casual									£1,830.00		£1,830.00

Code 110 Income Dance School

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
2	22/04/2025			Unity Trust Bank		Dance hall hire	Judith Essex School of Dance	X	956.37		956.37
18	19/08/2025			Unity Trust Bank		Village Hall Hire	Judith Essex School of Dance	X	959.44		959.44
45	07/01/2026			Unity Trust Bank		Dance hall hire	Judith Essex School of Dance	X	905.49		905.49
Subtotal for Code: Income Dance School									£2,821.30		£2,821.30

Code 113 Income Pilates

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
7	19/05/2025			Unity Trust Bank		Hall Hire	Teresa Baker	X	180.00		180.00
15	01/08/2025			Unity Trust Bank		Pilates Hall Hire	Teresa Baker	X	168.00		168.00
40	17/11/2025			Unity Trust Bank		Hall Hire	Hall Hire Casual	X	192.00		192.00
Subtotal for Code: Income Pilates									£540.00		£540.00

Code 48 Maintenance

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
32	09/06/2025			Unity Trust Bank		Returned payment	Banbrook Handyman and Garden	£X	200.00		200.00
34	18/07/2025			Unity Trust Bank		Returned payment	Banbrook Handyman and Garden	£X	200.00		200.00
Subtotal for Code: Maintenance									£400.00		£400.00
Subtotal for Cost Centre: Sundridge Village Hall									6,485.30		6,485.30

TOTALS **£6,485.30** **£6,485.30**

Sundridge with Ide Hill Parish Council

11.2 To discuss and agree, if appropriate, any next actions with regard to Bowser's Meadow Grass cutting proposals were agreed at Amenities Committee
Banbrook Home and Garden have been instructed to deal with the areas highlighted in the ROSPA report.

11.3 To discuss and agree, if appropriate, next actions and allocation of finance with regard to the following:

11.3.1 Sundridge Village Hall

- Curtains
- Drains (outside)
- Area of damp inside hall
- Additional chairs and tables

£1,383.00



The Clerk has advised that the tables are too dangerous for her to move around - this is how they were found prior to the meeting last week.

The tables tipped on top of the Clerk.

Additional trolley is required at least.



Sundridge with Ide Hill Parish Council

Members agreed at the Amenities Committee meeting that the above needed to be addressed and quotes would be sought.

11.3.2 Sundridge Recreation Ground - Electrical work at the Pavilion

Members are seeking additional quotes for this work. Members to agree a fund to cover this amount if appropriate.

£1,370.00



Sundridge with Ide Hill Parish Council

11.3.3 Free library

From: Ellie Gunn

Sent: 13 January 2026 20:40

To: clerk@sundridgewithidehill-pc.gov.uk

Subject:

Hi Amanda,

I live in Sundridge and I'm hoping to set up a small "free library" or book swap for the local community. It would be a weatherproof box or small cabinet where people can take a book and leave a book, free of charge.

Before doing anything, I wanted to check what permissions might be needed.

The idea is to place it in a safe, visible spot that doesn't block pavements, paths, or access, and I would be responsible for maintaining it, keeping it tidy, and making sure it stays safe and in good condition.

Could you please advise:

- Whether permission is needed for this type of community project
- Who owns or manages the type of land where it could go
- How I should apply if formal permission is required

I'm very happy to provide more details about the exact location and design once I know the correct process.

Thank you very much for your time and help.

Kind regards,

Ellie Gunn

Chapmans Road, Sundridge, Sevenoaks

12. General Items

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

12.1 Streetlighting

From: Ken Bonner <ken.bonner@streetlights.co.uk>
Sent: 19 February 2026 14:20
To: 'Cllr Banbrook' <john.banbrook@sundridgewithidehill-pc.gov.uk>
Cc: Amanda Barlow <clerk@sundridgewithidehill-pc.gov.uk>
Subject: RE: Column 13, Outside Little Paddock, Chevening Road

Hi John,

The sleeving will last as long as the column does and the engineers haven't indicated that there are currently any issues with it.

I can come to a meeting, but have nothing available in March; so perhaps the April one?

Regards,
Ken

From: Cllr Banbrook <john.banbrook@sundridgewithidehill-pc.gov.uk>
Sent: 19 February 2026 13:10
To: Ken Bonner <ken.bonner@streetlights.co.uk>
Cc: Amanda Barlow <clerk@sundridgewithidehill-pc.gov.uk>
Subject: Re: Column 13, Outside Little Paddock, Chevening Road

Hi Ken

That is a great solution and appreciated, I'll ask the clerk to add it to this Mondays meeting for approval sadly I will not be there as currently away and returning late that day, can you advise the clerk if there are any possible problems with the rework of this column that the PC should take into consideration?

The underlying issue with UKPN costs continue and will need understanding before our next column replacement, are you able to attend one of our full PC meetings for members to ask questions / understand the challenges we collectively face?

Regards

John

On 19 Feb 2026, at 12:32, Ken Bonner <ken.bonner@streetlights.co.uk> wrote:

Hi John,

I believe that I have some good news for you.

We were tidying up our storage unit and found a column sleeve that will fit your column 13.

I can confirm that we can supply and fit it for £435 and the replacement for the obsolete Mercury lantern will be £375, making £810 + Vat. in total.

Please let me know if you would like to proceed and I'll make the necessary arrangements.

Regards,

Ken Bonner Streetlights

Sundridge with Ide Hill Parish Council

From: Cllr Banbrook <john.banbrook@sundridgewithidehill-pc.gov.uk>
Sent: 16 February 2026 12:28
To: Ken Bonner <ken.bonner@streetlights.co.uk>
Cc: Amanda Barlow <clerk@sundridgewithidehill-pc.gov.uk>
Subject: Re: Column 13, Outside Little Paddock, Chevening Road

Hi Ken

Thank you for this information, I think this is the turning point for us, UKPN charges have long been excessive but this now takes any replacements outside of the councils scope, I will call you to discuss. This column is not on the highway and is more in a private road than the highway so will be a good example of excessive charges that our tax payers are facing.

Regards

John

On 13 Feb 2026, at 15:06, Ken Bonner <ken.bonner@streetlights.co.uk> wrote:

Hi Amanda,

The engineers are reporting that the Mercury lantern has now failed on column 13 and cannot be replaced.

This has been reported before and a column replacement recommended in 2023, but this was not followed up by the Parish Council.

I recall that a road closure will be required to carry out the work, so would expect a quotation in excess of £5K from UKPN.

Our quotation to replace the column c/w SL8 LED lantern would be £1,515 + Vat.

Can you please confirm how you would like to proceed?

Kind regards,

Ken Bonner
Streetlights
0800 999 7676

12.2 Highways

12.2.1 ANPR

From: Annette Hanson <clerk@brastedparishcouncil.gov.uk>

To: clerk@sundridgewithidehill-pc.gov.uk

Subject: Fwd: ANPR Cameras on A25

Hi Amanda

Re the ANPR cameras - this is an idea being explored by the parish council to combat rural crime by having a camera on a lamppost at the foot of Chart lane. I'm afraid have no concrete information on it at this stage at all (no costings, no agreement) - I had thought Nigel Williams was going to pursue it with KCC.

All the best

Annette

Annette Hanson

Clerk

12.2.2 Meeting with Kent Highways

To confirm a meeting with Nigel of Kent Highways.

12.3 Correspondence

12.3.1 SDC – Views on antisocial behaviour

News Release

13 February 2026

Views needed on anti-social behaviour across the District

Sevenoaks District Council is proposing to introduce Public Space Protection Orders (PSPOs) at Riverside, Eynsford and Westminster Fields, Horton Kirby to combat anti-social behaviour, nuisance parking and nuisance motorcycle use.

Public Space Protection Orders give the Police and the Council powers to issue warnings and fixed penalty notice for activities prohibited in the PSPO.

They also prohibit any behaviour which is likely to cause harassment, alarm and distress. This means those causing trouble cannot return to the areas within 24 hours.

Before the PSPOs come into effect, the Council must seek views from residents, businesses and community groups.

The Council's Cabinet Member for People & Places, Cllr Lesley Dyball, says: "We take anti-social behaviour very seriously. We have listened carefully to the community who have concerns about behaviour at both locations, especially during the warmer, longer days. We have worked closely with the Police, the Environment Agency and Eynsford, Horton Kirby and South Darenth Parish Councils to start the process of introducing the two Public Space Protection Orders so we're ready to minimise these issues later this year.

"Please help us by taking our short survey by midnight on Friday 27 March, which asks for your opinions about the issues at Eynsford or Horton Kirby."

Visit www.sevenoaks.gov.uk/PSPO for more information and to complete the surveys.

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12.3.2 Local Government Reorganisation Update

From: Lee Banks <Lee.Banks@sevenoaks.gov.uk>
Sent: 05 February 2026 15:43
To: Lee Banks <Lee.Banks@sevenoaks.gov.uk>
Subject: Government Consultation on LGR

Dear Clerks,

As you'll recall, at the end of November last year councils across Kent & Medway submitted five different options for Local Government Reorganisation (LGR) to the Government.

The next stage in the process is for Government to consult on the options presented to them before they reach a final decision on which option will be taken forward. That decision is due towards the end of July this year.

Starting today, and running for seven weeks, the Government is now welcoming views on each of the options for Kent & Medway.

Alongside Folkestone & Hythe, Maidstone, Tonbridge & Malling and Tunbridge Wells, Sevenoaks District Council supported option 3a for three unitary councils.

At our Council meeting in November, a majority of Members, from across different political groups, agreed that Option 3a best meets the Government's criteria for LGR and the needs of our residents. The assessment undertaken by independent consultants and set out in the Business Case concluded it is the most cost-effective multi-unitary option and offers greatest prospect for improving public services and delivering financially stable local government. Unlike some other models, Option 3a also ensures that no current Council boundaries are broken up and makes the transition process far less complicated to achieve in the deadlines Government is working to. There is a commitment in the Option 3a submission to Government to ensure that the strength of Town and Parish Councils continues to be recognised and arrangements for community engagement are embedded in the new unitary council.

Town and Parish Councils are invited by Government to give their own views on the options for LGR which are set out for Kent & Medway.

A summary of the five Options submitted to Government is available on the Kent Council Leaders website at <https://kentcouncilleaders.org.uk/lgr-consultation/>

To respond to the Government consultation, by their deadline of Thursday 26 March, please visit <https://consult.communities.gov.uk/local-government-reorganisation/kent-and-medway/>

Government has also provided some background information about the consultation which is available at <https://www.gov.uk/government/consultations/local-government-reorganisation-in-kent-and-medway/proposals-for-local-government-reorganisation-in-kent-and-medway>

If you have any questions please do let know.

If it would be helpful, I'd be happy to share a summary of the Council's own consultation response to Government as soon as it is drafted.

Kind regards,
Lee

Lee Banks
Assistant Chief Executive
Sevenoaks District Council
www.sevenoaks.gov.uk

12.4 Strategic Planning Day

To confirm arrangements at meeting

13. Dates of next meetings

13.1 To agree the dates of the next meetings of the Parish Council

Full Council Meetings and Events all take place at Sundridge Village Hall at 7.45pm
(unless stated)

<i>Monday</i>	<i>26 January</i>	<i>2026</i>
<i>Monday</i>	<i>23 February</i>	<i>2026</i>
Monday	30 March	2026
Monday	27 April	2026
	13/14/15 May	Annual Parish Meeting and Summer Drinks At the Social Club
Monday	18 May	2026 – Annual Council Meeting
Monday	22 June	2026
Saturday	27 June	2026 – Summer Walk at Stubbs Wood
Monday	27 July	2026
Monday	28 September	2026
Monday	26 October	2026
Monday	30 November	2026
Monday	7 December	2026 – Short meeting (urgent items only)