

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 30 March 2026** to transact the undermentioned business.

Anada Erno

Clerk 25 March 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. The Chairman will advise the meeting of Standing Order 3 d, e, f, g and h prior to the public forum.
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 February 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 discuss the schedule of meetings for Full Council and Committees
 - 9.3 To consider a request for a grant from the Sevenoaks Men's Shed
 - 9.4 To discuss feedback from the Strategic Day and agree on the proposals put forward
 - 9.5 To agree, if appropriate, the following policies:
 - Standing Orders
 - Financial Regulations
 - Risk Management (including Statement of Internal Control)
 - Code of Conduct

10. Ide Hill

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

10.1.1 The future of Stubbs Wood

- Sell (and its implications, pros and cons)
- Keep it and engage a professional manager/consultant
- Keep it and manage it ourselves without external assistance

10.1.2 Tree Survey and subsequent work required.

10.1.3 Stubbs Wood volunteer equipment

10.1.4 Community meeting and objectives

10.2 To note the following:

10.2.1 Abandoned vehicle

11. Sundridge

11.1 To receive an update on the following assets in Sundridge

11.1.1 Sundridge Village Hall

11.1.2 Bowsers Meadow

11.1.3 Coronation Gardens

11.2 To discuss a request for the hire of Sundridge Recreation Ground from Tatsfield Rovers

11.3 To discuss and agree, if appropriate, holding the Community Engagement event at the Annual Parish meeting and agree, if appropriate, any additional costs and proposals for the 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 To note the increase in the 2026/27 Streetlights Maintenance Contract

12.2 Highways

12.2.1 Meeting with Kent Highways

12.3 Correspondence

12.3.1 Local Government Reorganisation Update

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.

Cllr Collins is on maternity leave. No other apologies received.

Cllr Alger - her report is below.

4 Report from District Councillor

Waste Transition Project – Key Updates from Cleaner and Greener Committee

- Council is on track to begin weekly food waste collections from 27 April 2026
- Progress so far:
 - Vehicles delivered
 - Recruitment of operators ongoing
 - Container (caddy) manufacture started
 - Digital systems in development, including:
 - In-cab reporting tools for collection crews
 - Collection round design systems
 - Resident reporting tools (missed collections, assisted collections)
- **Alternate-week (fortnightly) collections** transition:
 - On schedule for **October 2026 implementation**
 - Community engagement materials in preparation
 - Current focus is on food waste messaging

Communal & Hard-to-Reach Collections

- Communal food waste collections planned in some areas (where needed)
- Not launching in April due to:
 - High resource requirements
 - Ongoing work to ensure storage is suitable and visually acceptable
- Council monitoring national approaches for:
 - Flats above shops
 - Conservation areas
 - Other hard-to-reach properties

Communications & Public Engagement

- Campaign based on earlier committee feedback (Dec 2025)
- Key initiatives:
 - School competition to name food waste trucks – Cllr Bulford-Lillie initiative
 - Public roadshows demonstrating caddy use – would you like a demo?
 - Positive engagement from schools – Cllr Alger initiative
- Communication materials:
 - Visual identity guide completed
 - **InShape magazine (Spring edition):**
 - Distributed 23–27 March
 - Includes:
 - Food waste process explanation
 - Service changes
 - Missed collection reporting
 - Assisted collection info
 - Social media campaign:
 - Over **121,000 engagements**
 - Leaflets (delivered with caddies):
 - How to use caddies
 - Collection start dates
 - What can/can't be disposed of
 - Assisted collection info
 - New online tool:
 - “Where’s My Caddy” tracker
- Caddies include embossed guidance on correct usage

Sundridge with Ide Hill Parish Council

- Similar guidance may be added to wheelie bins

Communication Strategy Notes

- Some messaging tailored for flats and hard-to-serve properties
- May require further **bespoke communications** for specific communities
- Waste reduction messaging planned for future phases
- Collaboration with KCC Behaviour Change team to improve participation

Operational Challenges & Responses

Private Wheelie Bins

- Council will **not collect or dispose of private bins** due to:
 - Resource limitations
 - Storage and processing constraints
- Private bins cannot be used in new system due to inconsistent sizes/materials

Reusable Recycling Sacks

- Not part of the new system
- Options being explored:
 - Reuse opportunities
 - Recycling (if properly segregated)

Resident Considerations

- No limit on wheelie bin distribution
- For residents without space:
 - **Black sacks likely alternative**
- **Side waste policy:**
 - Bags placed beside bins will **not be collected**
 - Enforced via in-cab reporting by crews
 - Policy has been consistently communicated
- Behaviour adjustment expected:
 - Typically takes **3–4 collection cycles** for residents to adapt

Monitoring & Data

- Collection performance monitored:
 - Weekly and monthly
- Data used to:
 - Identify issues
 - Target communications
- Waste data:
 - Reported quarterly via WasteDataFlow
 - Reviewed with KCC (disposal authority)
- Expectation:
 - Increase in food waste collection rates after full rollout
- **From:** Cllr Alger, Michelle <cllr.alger@sevenoaks.gov.uk>
Sent: 30 March 2026 11:57
To: Parish.Council, Sundridge <clerk@sundridgewithidehill-pc.gov.uk>
Subject: Re: Full Council Meeting - 30 March 2026

Hi Amanda

Apologies, I need to work this evening, but alas, I have made a report for you on waste! See attached. A couple of additional points.

I am chasing the portfolio holder (Cllr Roy) for updates on the green bags, and what will be done with them from a financial and environmental perspective.

Also for a solution for residents for their existing wheelie bins, again with regards to finance and environment.

Have a very happy and restful Easter.

- Michelle
Cllr Michelle Alger

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.

To note the Standing Orders 3 d, e, f g and h in relation to the participation of the public. – Complete Standing Orders are attached separately.

Chairman to advise members of the public of the Standing Orders prior to the public forum.

- d **Meetings shall be open to the public unless their presence is prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons. The public's exclusion from part or all of a meeting shall be by a resolution which shall give reasons for the public's exclusion.**
 - e Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.
 - f The period of time designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed 15 minutes unless directed by the chairman of the meeting.
 - g Subject to standing order 3(f), a member of the public shall not speak for more than 5 minutes.
 - h In accordance with standing order 3(e), a question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given.
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.

The Ide Hill Members wish to discuss the Stubbs Wood item 10.1.1 in confidence.

The rights of the public (including the press) to attend

S.1(1) of 1960 Act requires an assembly of a parish meeting to be open to the public, including the press. However, the public (in this context, meaning those who are not local government electors in the parish) may, under s.1(2) of the 1960 Act, be excluded for the whole or part(s) of the assembly if the parish meeting resolves that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution. A resolution to exclude the public for the whole or a part of an assembly of a parish meeting is not likely to be a common occurrence. A resolution is made by voting.

Advice from KALC;

From: Alison Stevens <dep.ceo@kentalc.gov.uk>

Sent: 26 March 2026 09:35

To: clerk@sundridgewithidehill-pc.gov.uk

Subject: RE: Exclusion of Public

Hello Amanda

Thank you for your query regarding the agenda item on the future of Stubbs Wood and whether it would be appropriate for this to be discussed in confidence.

The starting point is that, under the Public Bodies (Admission to Meetings) Act 1960, meetings of the Council should be held in public unless there is a valid reason to exclude the press and public. Any exclusion must be justified by the nature of the business to be transacted and supported by a formal resolution.

In this case, the general discussion around the future of Stubbs Wood including the options to sell, retain with professional management, or retain under direct Council management would normally be considered a matter of policy and direction. As such, this element should be conducted in public session to ensure transparency and accountability.

However, there may be circumstances where it would be appropriate to exclude the public for part of the discussion. For example, where Members are considering commercially sensitive information such as land valuations, negotiations relating to a potential sale, or contractual/financial details relating to the appointment of a contractor or consultant. In such cases, a resolution could be passed to exclude the press and public in accordance with the 1960 Act (and, where relevant, Schedule 12A of the Local Government Act 1972).

In practical terms, I would suggest that the item is taken in two parts:

- an initial discussion in public session covering the options and overall direction; and
- a confidential section, if required, to consider any sensitive financial or commercial matters.

This approach reflects best practice and helps ensure the Council remains compliant with the legislation while protecting any genuinely confidential information.

I hope this is helpful, but please do come back to us if you would like to discuss this further.

*Alison
Deputy Chief Executive
Kent Association of Local Councils
White Cliffs Business Park
Whitfield
Dover
Kent, CT16 3PJ*

Sundridge with Ide Hill Parish Council

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

Minutes of Full Council Meeting held on Monday 23 February 2026 at Sundridge Village Hall at 7.45pm

Present: Cllrs Allgood, Evans (Chair), Manley, Maybury, Powell and Wilson

Apologies: Cllr Banbrook, Coles, Collins, De Bono and Fribbens, Cllrs Sandra Robinson and Michelle Alger (District)

Attendance: 3 members of the public, Cllr Nigel Williams (County), Amanda Barlow (Clerk)

Cllr Evans (Chair) welcomed everyone to the meeting

1. To receive apologies and reasons for absence.

Apologies were received and accepted from Cllr Banbrook, Coles, Collins, De Bono and Fribbens, Cllr Sandra Robinson and Cllr Michelle Alger (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

- Budget is an issue as the main problem is cost of adult social care
- Local Government Reform is now under consultation and the result will be announced on 16 July 2026.
- KCC is still very disruptive and Members needs to concentrate on residents on not in fighting.
- Cllr Williams said it is taking a long time for any actions to take place.

SDC

- Cllr Williams has a portfolio of Planning and Infrastructure which is now in Regulation 19
- Cllr Williams advised that once this phase is completed, they can then look at the infrastructure which is underpins everything
- Cllr Williams explained the background with regard to the Government's strategy on planning.
- Cllr Evans advised about the high incident of fly tipping.

4. **Report from District Councillor**

Cllr Robinson was unable to attend the meeting and sent an update at Appendix A.

Cllr Alger had sent apologies and advised that she had no update as the Sevenoaks District Council meeting is tomorrow night.

Cllrs Williams left the meeting.

Sundridge with Ide Hill Parish Council

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.

There was a very lengthy debate on Stubbs Wood however Members were clear that they were not going to make a decision on the future of Stubbs Wood at this meeting.

- *Richard Don gave his opinion on the Maydencroft presentation.*
- *Cllr Maybury advised that the Countryside Stewardship Higher Tier grant which the Parish Council is apply for does not require them to have an agent. The Parish Council has made a pre-application. The Woodland Management Plan can be deferred to 2029.*

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.*

Members resolved to agree the minutes of the meeting held on 26 January 2026.

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 B.

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

Members resolved to agree that £6,500 should be should be transferred from reserves to the Village Hall account to cover the cost of the following items.

- *Curtains – £3,000*
- *Tables and chairs – £3,000*
- *Work to remove/replace notice board outside - £200*
- *Skip to remove rubbish £300*

9.3 To confirm receipt of conclusion of audit and AGAR 24-25 and agree next actions.

Members noted receipt of the conclusion of the audit. Members noted that the Parish Council have now separated the Village Hall Trust accounts form those of the Council and the Village Hall Trust has separate Committee meetings.

10. Ide Hill

10.1 To discuss the following in relation to Stubbs Wood

10.2.1 Presentation by Kate Harvey of Maydencroft

This item was discussed at length in the public forum.

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

Cllr Maybury advised on the current position with Stubbs Wood and advised that the Forestry Commission would be visiting the woods in March.

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 will be carrying out the tree survey in March.

10.2.3 Fencing on Ide Hill recreation ground

A contractor needs to be appointed to carry out the work.

10.2.4 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 Sevenoaks District Council to confirm they will collect from the bin.

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

Members resolved to agree that Ide Hill Football Club could use the recreation ground over two weekends during the summer.

10.2.5 Access to Ide Hill Recreation Ground

Members felt that there was adequate access to the recreation ground and noted the request had not come from a resident. Members agreed that there were several recreation grounds in the Sevenoaks area with good access.

11. Sundridge

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

Noted.

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

No update.

Sundridge with Ide Hill Parish Council

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

Members resolved to transfer from reserves monies to cover the work at the Hall as detailed in Agenda Item 9.2.

11.3.2 Sundridge Recreation Ground

- Electrical work at the Pavilion

It was agreed to get further quotes for the electrical work at the pavilion.

11.3.3 Free library

Members felt that this was an excellent idea.

12. General Items

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

12.1 Streetlighting

Members resolved to agree the replacement light at a cost of £810 plus VAT

12.2 Highways

12.2.1 ANPR

No update.

12.2.2 Meeting with Kent Highways

The Clerk advised that the meeting with Nigel Rowe (Kent Highways) is taking place on Tuesday 24 March.

12.3 Correspondence

12.3.1 SDC – Views on anti social behaviour

Noted.

12.3.2 Local Government Reorganisation Update

Noted. This was discussed under the District Councillor's report.

12.4 Strategic Planning Day

Members confirmed that the meeting is taking place on Saturday 14 March 2026.

13. Dates of next meetings

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

Members resolved to agree the dates as at Appendix C.

Sundridge with Ide Hill Parish Council

Appendix A

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

Sundridge with Ide Hill Parish Council

Appendix B

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

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

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

Sundridge with Ide Hill Parish Council

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

No matters arising.

9. Finance, Personnel & Governance items

9.1 To agree the items received, paid and payable

Members to agree, if appropriate, to add Cllr Helen Wilson to the list of Members authorised to make payments to facilitate the speed payments are made.

RECEIPTS LIST 14 February to 30 March 2026

Code	Date	Description	Supplier		Total	
Income Nayax	13/02/2026	Toilet Door Inco	Nayax Europe UAB	X	221.86	221.86
Income Boogie Bounce	06/03/2026	Village Hall Hire	Boogie Bounce	X	828.00	828.00
Income Nayax	13/03/2026	Toilet Door Inco	Nayax Europe UAB	X	163.11	163.11
			Total		1,212.97	1,212.97

PAYMENTS LIST 24 FEBRUARY TO 30 MARCH 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
Energy Costs	24/02/2026	Electricity - Rec	NPower	L	180.21	9.01	189.22
General Costs	24/02/2026	Groundworks at Stubbs Wood	Four Elms Groundworks	X	675.00		675.00
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
Parish Zoom account	11/03/2026	Zoom	Mrs A C Barlow	S	11.99	2.40	14.39
Parish WiFi (Clerk)	11/03/2026	WiFi	Mrs A C Barlow	X	10.00		10.00
Parish mobile telephone	11/03/2026	Mobile	Mrs A C Barlow	S	19.79	3.96	23.75
Email address hosting charge	11/03/2026	Email hosting	Vision ICT	S	20.00	4.00	24.00
Photocopier and photocopying	11/03/2026	Photocopier	KCC	S	59.60	11.92	71.52
General Costs	11/03/2026	Hire of machinery for Stubbs Wood	Vantage Hire	S	317.50	63.50	381.00
Electricity and Gas	11/03/2026	Gas Bill Hall	British Gas	L	599.38	29.97	629.35
Electricity and Gas	11/03/2026	Electricity Hall	British Gas	L	112.83	5.64	118.47
Volunteer Expenses	11/03/2026	Fuel and Oil for Stubbs Wood	Dominic Rossi	X	16.87		16.87
Conveniences supplies	11/03/2026	Toilet supplies	Goldservice	S	95.92	19.19	115.11
Training	12/03/2026	Catering	Lilia s kitchen LTD	S	159.50	31.90	191.40
Volunteer Expenses	12/03/2026	Volunteer expenses	Dominic Rossi	X	32.48		32.48
Tree Survey	13/03/2026	Tree Survey	All Angles Tree Care	S	1,200.00	240.00	1,440.00
Cleaning	20/03/2026	Cleaning	Val & Sander Reytenbach	X	180.00		180.00
Conveniences cleaning	20/03/2026	Cleaning	Val & Sander Reytenbach	X	500.00		500.00
Travel Expenses	31/03/2026	Mileage	Mrs A C Barlow	X	48.60		48.60

PAYMENTS LIST FOR 31 MARCH 2026

Code	Date	Description	Supplier		Total		
Chairman's Expenses	30/03/2026	Gift for Cllr Allgood	Mrs A C Barlow	S	25.83	5.17	31.00
Supplies for meetings	30/03/2026	Coffee and Biscuits	Mrs A C Barlow	X	24.85		24.85
Travel Expenses	30/03/2026	Mileage	Mrs A C Barlow	X	70.65		70.65
Energy Costs	30/03/2026	Electricity - Rec	EDF Energy	L	157.45	7.87	165.32
Electricity and Gas	30/03/2026	Gas - Hall	British Gas	L	172.38	8.62	181.00
Electricity and Gas	30/03/2026	Electricity Hall	British Gas	L	121.39	6.07	127.46
Maintenance	30/03/2026	New Light for hall cupboard	Cllr Helen Wilson	S	14.99	3.00	17.99
Professional Services	30/03/2026	Stubbs Wood consultancy	Maydencroft	S	680.00	136.00	816.00
Dog Bins	30/03/2026	Emptying dog bins	Sevenoaks District Cou	S	546.00	109.20	655.20
Conveniences energy costs	30/03/2026	Electricity - toilets	EDF Energy	L	81.30	4.06	85.36
Renovations	30/03/2026	Renovations Hall	Banbrook Handyman ar	X	232.00		232.00
Travel Expenses	31/03/2026	Mileage	Mrs A C Barlow	X	48.60		48.60
			Total		2,175.44	279.99	2,455.43

9.2 To discuss the schedule of meetings for Full Council and Committees

Clerk's Report: Review of Meeting Structure and Governance Arrangements

Sundridge with Ide Hill Parish Council is, in many ways, quite unique—and that is something to be recognised and valued.

We are extremely fortunate to have a Council that reflects a broad and diverse demographic. Our membership currently comprises 11 councillors, with a near-balanced gender split of five men and six women. The age range spans 45 years, with an average age of 55, and notably around 65% of Members are under the age of 65.

This stands in marked contrast to national trends, where only around 35% of parish councillors are women, the average age is approximately 60, over 45% are aged over 65, and only around 16% are in full-time employment.

In addition:

- Over 35% of our Members have babies, pre-school, or school-age children
- Over 80% are in full-time employment or running businesses

This level of representation brings enormous strength, energy, and real world perspective to the Council. However, it also brings practical challenges in balancing attending meetings with work, childcare, and other commitments.

Current Challenges

Under the Local Government Act 1972, a Parish Council is required to hold a minimum of four meetings per year, including the Annual Meeting.

Over the past year, the Council has experienced increasing difficulty in achieving quorate Full Council meetings. This has resulted in:

- Meetings being cancelled
- Dates being rearranged
- Delays to decision-making

It is important to emphasise that this is not due to a lack of commitment from Members. The reasons are typically:

- School holiday periods
 - Childcare responsibilities
 - Work and business commitments
 - Pre-planned absences
-

A Changing Council

Following confirmation from the Council's auditor, Sundridge with Ide Hill is now classified as a medium-sized council.

It is common practice for councils of this size to operate with a stronger committee structure, whereby:

- Committees undertake detailed work and decision-making
- Full Council retains oversight and ratifies key decisions

Under the Local Government Act 1972, most functions of a parish council may be delegated to committees or officers. However, certain key matters must remain with Full Council, including:

1. Setting the Precept
2. Approval of Accounts and Governance Statements
3. Adoption of Standing Orders and Financial Regulations
4. Appointment of Chairman and Vice-Chairman
5. Co-option of Members
6. Approval of the Scheme of Delegation
7. Borrowing decisions
8. Statutory plans and key policy decisions
9. Adoption of the General Power of Competence (where applicable)

Role of Committees

The existing Amenities Committees for Sundridge and Ide Hill are already demonstrating the benefits of this approach:

- They enable more detailed and locally focused discussion
- They provide a more accessible forum for residents
- They are often easier to schedule and attend

Given the differing needs and assets across the parish, this structure appears both practical and effective.

Proposal for Consideration

In light of the above, the Clerk invites Members to consider whether a revised meeting structure may better support both effective governance and Member participation.

It is suggested that:

- The number of Full Council meetings be modestly reduced
- Greater use be made of committees, with appropriate delegated powers

A possible revised schedule could be:

Full Council Meetings:

- January (Precept setting)
- March
- May (Annual Meeting of the Parish Council – election of Chair & Vice Chair)
- June (Approval of AGAR)
- July
- September
- November
- December (short meeting for urgent business, if required)

Committees:

- To meet approximately six times per year, at dates arranged to maximise attendance

In addition:

Extraordinary Meetings can be convened as required for urgent or one-off matters

9.3 To consider a request for a grant from the Sevenoaks Men's Shed

Dear Kelly,

I am told you were instrumental in helping Sevenoaks men's shed become established, unfortunately I am writing now in my capacity as Chairman of Sevenoaks Men's Shed to seek your support at a critical moment for our organisation. Below is a copy of a generic email I have sent many organisations. It should give you a feel for the issue and our request for help we have sent. However, given your previous involvement with us in such a positive manner I would very much appreciate a conversation with you to see what advice, guidance and assistance you could provide for us this time. Please feel free to contact using mobile or email

Thank You

We have recently been informed that we must vacate our current workshop premises by the end of June 2026. As a long-established (since 2016) and active community group, we are now urgently seeking either alternative accommodation or financial support to enable us to relocate and continue our work within the Sevenoaks area.

Sevenoaks Men's Shed provides a welcoming, practical workshop space where members — many retired or semi-retired — meet regularly to work on woodworking projects, learn new skills, and support one another. The Shed plays an important role in promoting wellbeing, reducing social isolation, and fostering community engagement. We also undertake projects that benefit local charities, schools and community organisations.

To secure our future, we are exploring two possible avenues of support:

1. Premises or Land

We would be extremely grateful if you might be able to assist with:

- An unused workshop, warehouse unit, garage or outbuilding
- Shared use of commercial or industrial premises
- A parcel of land where we could install a secure shipping container workshop
- An introduction to anyone who may be able to help

Our space requirements are modest. A secure structure with basic access to electricity and water would enable us to continue operating safely. If land were available, we would fund and install a professionally fitted container workshop (subject to necessary permissions).

2. Financial or In-Kind Support

Relocation will involve significant costs, including transport of equipment, potential container purchase or hire, groundwork, installation, and electrical connection. We are therefore also seeking:

- Financial contributions toward relocation costs
- Sponsorship of a workshop container or equipment
- In-kind assistance (materials, groundwork, transport, electrical installation)
- Guidance toward grants or funding opportunities

We are fully insured and committed to operating responsibly and safely. We would, of course, be pleased to recognise and acknowledge supporters appropriately.

Our aim is not simply to move, but to secure a stable, long-term base that allows Sevenoaks Men's Shed to continue serving the local community for many years to come.

We would welcome the opportunity to meet and discuss any potential support you may be able to offer.

Thank you very much for considering our request and for supporting community initiatives within Sevenoaks.

Yours sincerely,

Ian Flaherty
Chairman

9.4 To discuss feedback from the Strategic Day and agree on the proposals put forward

Thank you to Cllr Allgood for her excellent organisation of the day.

To agree that the following proposals should be more fully investigated by the Parish Council:

- A multi-use games area (MUGA) at Ide Hill Recreation Ground
- Planted boxes/baskets in the villages of Sundridge and Ide Hill
- To appoint a company to carry out a traffic and parking survey in the Parish
- Improve the grounds at the recreation ground and renovate the pavilion
- Renovate the Village Hall

9.5 To agree, if appropriate, the following policies:

Attached separately

The following policies are all statutory polices and are based on the KALC model policies.

- Standing Orders
- Financial Regulations
- Members to consider changing the values in 4.
- Risk Management & Statement of Internal Control (included in Risk Management Policy) – to follow
- Code of Conduct

Sundridge with Ide Hill Parish Council

10. Ide Hill

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

Ide Hill Members have requested that this item is discussed in confidence and the paper for this item is confidential and for Members only.

10.2.1 The future of Stubbs Wood

- Sell (and its implications, pros and cons)
- Keep it and engage a professional manager/consultant
- Keep it and manage it ourselves without external assistance

Stubbs Wood Accounts @ 26 March 2026

26 March 2026 (2025-2026)

Listing of Payments for Cost Centre 6

(Between 01-04-2025 and 26-03-2026)

Cost Centre Ide Hill - Stubbs Wood

Code 33 General Costs

Code Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
294	24/02/2026			Unity Trust Bank		Groundworks at Stubbs Wood	Four Elms Groundworks	X	675.00		675.00
295	11/03/2026			Unity Trust Bank		Hire of machinery for Stubbs Wood	Vantage Hire	S	317.50	63.50	381.00
							Subtotal for Code: General Costs		£992.50	£63.50	£1,056.00

Code 34 Professional Services

Code Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
68	19/06/2025			Unity Trust Bank		Tree work	DRM Trees Ltd	S	1,100.00	220.00	1,320.00
							Subtotal for Code: Professional Services		£1,100.00	£220.00	£1,320.00

Code 35 Tree Survey

Code Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
312	13/03/2026			Unity Trust Bank		Tree Survey	All Angles Tree Care	S	1,200.00	240.00	1,440.00
							Subtotal for Code: Tree Survey		£1,200.00	£240.00	£1,440.00

Code 145 Volunteer Expenses

Code Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
21	15/04/2025			Unity Trust Bank		Fuel and Oil for Stubbs Wood	Dominic Rossi	S	19.67	3.94	23.61
70	19/06/2025			Unity Trust Bank		Fuel and Oil for Stubbs Wood	Dominic Rossi	X	33.77		33.77
116	11/08/2025			Unity Trust Bank		Fuel and Oil for Stubbs Wood	Dominic Rossi	X	24.28		24.28
170	11/11/2025			Unity Trust Bank		Fuel and Oil for Stubbs Wood	Dominic Rossi	S	78.85	15.77	94.62
222	08/12/2025			Unity Trust Bank		Fuel and Oil for Stubbs Wood	Dominic Rossi	X	2.33		2.33
238	15/01/2026			Unity Trust Bank		Fuel and Oil for Stubbs Wood	Dominic Rossi	S	18.32	3.67	21.99
309	11/03/2026			Unity Trust Bank		Fuel and Oil for Stubbs Wood	Dominic Rossi	X	16.87		16.87
310	12/03/2026			Unity Trust Bank		Volunteer expenses	Dominic Rossi	X	32.48		32.48
							Subtotal for Code: Volunteer Expenses		£226.57	£23.38	£249.95
							Subtotal for Cost Centre: Ide Hill - Stubbs Wood		3,519.07	546.88	4,065.95

TOTALS £3,519.07 £546.88 £4,065.95

Sundridge with Ide Hill Parish Council

Sundridge with Ide Hill Parish Council

Stubbs Wood

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

Stubbs Wood Budget @ 31 March 2025

	Receipts	Ring Fenced	Payments	Payments against ring fenced income
Carried f/wd from 2023/24		1,178.00		
2024/245				
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>		
Ring fenced income c/f to 25/26		503.00		

Stubbs Wood Budget @ 26 March 2026

	Receipts	Ring Fenced	Payments	Payments against ring fenced income
Carried f/wd from 2024/25		503.00		
Payments to 26 March 2026			3,517	
Receipts to 26 March 2026	200			
	<u>200</u>	<u>503.00</u>	<u>3,517</u>	
In budget from Parish Council	3,000.00			
Transfer from Reserves (October 2025)	3,000.00			
Plus c/f and receipts	<u>703</u>			
	6,703.00			
Less payments	<u>-3517</u>			
	£3,186.00			

10.2.1 Tree Survey and subsequent work required.

Synopsis of Tree Survey – Cllr Maybury

Stubbs Wood was visited on 10th March by All Angles Tree Care together with their consultant Jack Partridge of Partridge Arboricultural Consultants .Cllr Maybury was also present .

The purpose of the survey was to carry out a safety review of all "areas of interest" eg footpaths ,permissive paths ,bridleways and the adjoining road .The last full survey was carried out by Jim Quaife of Quaife Woodlands in December 2023 with a recommendation to review in 3 year's time .

Summary findings

Immediate Attention (requiring work within 48 hours)

None

Urgent Priority (within 28 days)

None

High Priority (within 3 months)

14 trees have been identified of which 5 are suffering from ash dieback (Chalara) and are bordering Gracious Lane .All Angles have already visited the site in regards to these trees and at the time of writing we are awaiting a quote for these works .

Medium Priority (6 months)

A further 32 trees have been identified requiring either felling or tree surgery .

Whilst the High priority trees clearly need action ,particularly those close to Gracious Lane ,the PC needs to strike a balance between obvious risks presented by dead or dying trees close to high activity areas and trees which may require some attention over time .

Residents need to be aware that under the Woodland Management Plan a significant amount of felling and safety work has been already been carried out along the main pathways and bridleways .The Volunteer group are visiting the woods on almost a weekly basis and any obvious overhanging trees or branches are removed .

The consultant has recommended another survey in September 2027.

Sundridge with Ide Hill Parish Council

All Angles Tree Care Limited
 19 Montpelier Avenue
 Bexley
 Kent
 DA5 3AP
 +44 423532473
 info@allanglestrecare.co.uk
 www.allanglestrecare.co.uk
 VAT Registration No.: 340879873
 Company Registration No. 12197457



Estimate

ADDRESS

Amander Barlow
 Main Road
 Chevening Road
 Sundridge

SHIP TO

Amander Barlow
 Main Road
 Chevening Road
 Sundridge

ESTIMATE NO. 1591

DATE 26/03/2026

JOB NUMBER	ACTIVITY	DESCRIPTION	QTY	AMOUNT
	Tree work	Low Priority 2-£20 12-£600 13-£600 31-£1600 42-£250 60- £700	1	3,770.00
	Tree work	Medium Priority 1- £750 8- £900 10- £700 16- £60 18- £60 19- £120 22 - £250 24-£1200 25- £300 26- £300 27-£200 29- £600 30- £350 32- £300 34- £600 38- £1500 40- £750 41- £700 43- £150	1	18,420.00

Bank details
 Barclays Bank
 All Angles Tree Care Limited
 Sort code - 20-88-13
 Account number - 73380483

Sundridge with Ide Hill Parish Council

JOB NUMBER	ACTIVITY	DESCRIPTION	QTY	AMOUNT
		44- £150		
		45- £250		
		46- £800		
		47- £50		
		48- £300		
		49- £600		
		51- £700		
		52- £300		
		53- £200		
		54- £100		
		55- £180		
		57- £300		
		58- £300		
		59- £400		
		61- £100		
		62- £600		
		63- £700		
		64 £700		
		65- £300		
		66- £1600		
	Tree work	High Priority	1	7,680.00
		5- £250		
		7-£60		
		9-£250		
		11- £250		
		14- £1400		
		15- £300		
		17- £200		
		20- £350		
		21- £200		
		33- £120		
		35- £950		
		36- £250		
		37- £800		
		50- £800		
		56- £1500		

			SUBTOTAL	29,870.00
			VAT TOTAL	5,974.00
			TOTAL	£35,844.00

Sundridge with Ide Hill Parish Council

10.2.3 Stubbs Wood volunteer equipment

From: Richard Don

Sent: 25 March 2026 15:00

To: clerk@sundridgewithidehill-pc.gov.uk

Cc: martyn.fribbens@sundridgewithidehill-pc.gov.uk; sharron.manley@sundridgewithidehill-pc.gov.uk; 'John Evans' <john.evans@sundridgewithidehill-pc.gov.uk>; 'Dominic Rossi'

Subject: Stubbs Wood Volunteers - equipment for next year

Dear Amanda,

The volunteers would very much like to have the following equipment for the next year, all of which they feel will enhance their ability to work effectively in Stubbs Wood:-

A tow hitch for the Kubota tractor	£120 -£150
2 silky blades	£40 each
Hire of a stump grinder for a weekend	£250
Battery powered pole saw	£450 upwards

We should be grateful if this could be agreed, and we await hearing from you.

In addition, could you let us have an update as to the insurance position in relation to the Kubota tractor.

10.2.4 Community meeting and objectives

To follow

10.2 To note the following:

10.2.1 Abandoned vehicle

Scrap-Car Kent from Edenbridge has been appointed to collect the car. This will be done as soon as possible

There is no cost to the Parish Council.

UKPN Urgent

They have requested we confirm in email that the Parish Council would sign the Land Access Form but only with the form being checked by our solicitors, Warners. Members need to confirm that the form has not been altered in any way. The Clerk has advised costs could be up to £2,000. UKPN also advised that a letter could be agreed to ensure the Green was put back to the state it was in before.

11. Sundridge

11.1 To receive an update on the following assets in Sundridge

To follow:

11.1.1 Sundridge Village Hall

The Clerk and Cllr Wilson met to discuss the next steps:

As agreed previously by Members

- new tables and chairs will be ordered
- the notice board outside will be repaired/ removed
- new curtains to be ordered
- a date will be set to remove all the rubbish from the hall
- solutions being looked at for the damp in the hall

11.1.2 Bowsers Meadow

Update from Cllr Allgood

11.1.3 Coronation Gardens

From: Hannah Rye <

Sent: 20 March 2026 00:14

To: clerk@sundridgewithidehill-pc.gov.uk

Subject: Coronation Gardens

Sent: 30 March 2026 12:12

To: clerk@sundridgewithidehill-pc.gov.uk

Subject: Re: Coronation Gardens

Hi Amanda,

Thank you for coming back to me. It has now been confirmed that we are the new managers of The White Horse, which is fantastic news. We are looking forward to working closely with the community.

There is a refurbishment planned and we are hopeful to take over at the beginning of the summer.

Kind regards

Hannah Rye

Good evening,

We should be finding out tomorrow if we will be the new managers of The White Horse in Sundridge.

I wanted to enquire about Coronation Gardens. Obviously it is opposite the pub. We are licensed to sell alcohol to drink on and off the premises.

We have a small garden at the pub but were looking into offering drinks in disposable plastic cups, also takeaway coffees. We would be happy to supply bins to the area, and regularly litter check the area. Is there any policies or licenses regarding the consumption of alcohol in Coronation Gardens?

It would be such a nice area for families over the summer.

This is not a definite as we are not yet the confirmed managers.

If you could please let me know. Or if there is someone else I would need to contact?

Kind regards

Hannah Rye

Sundridge with Ide Hill Parish Council

11.2 To discuss a request for the hire of Sundridge Recreation Ground from Tatsfield Rovers

From: Tatsfield Rovers <tatsfieldroversfc@outlook.com>

Sent: 24 March 2026 14:26

To: clerk@sundridgewithidehill-pc.gov.uk

Subject: Hire of football pitch

Hi Amanda

We are currently on the look out for a grass pitch to play on next season as we currently play at Charles Darwin school in biggin hill on there 4G astro pitch. We've played there for about 3-4 years and we have found that a lot of the lads have been getting injured on that surface so we really want to play again on a grass pitch. If you could let us know the situation with the pitches and if there available that would be great

Many thanks

Gary Stovell

Tatsfield Rovers FC

11.3 To discuss and agree, if appropriate, holding the Community Engagement event at the Annual Parish meeting and agree, if appropriate, any additional costs and proposals for the meeting.

Proposal is to include a community engagement event at the Annual Parish Meeting on 20 May.

To put the following proposals to the community:

- Renovation of Sundridge Village Hall
- Improvement of grounds at Sundridge Recreation Ground and renovation of pavilion
- Proposal to carry out a traffic/parking survey

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 To note the increase in 2026/27 Streetlights Maintenance Contract

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

Sent: 25 March 2026 09:24

Subject: Street Lighting Maintenance Contract

Dear All,

I am writing to inform you of a 4% price increase for your 2026/27 street lighting maintenance contract.

The rise in material costs, wages, fuel and investment in vehicles has led to an increase in our operating costs, making it necessary to adjust our pricing.

We want to thank you for your continued business and understanding, as we navigate these challenging economic times.

We are committed to providing you with the best possible service and appreciate your ongoing support.

Kind regards,
Ken Bonner Streetlights

Urgent repair:

From: Ken Bonner <ken.bonner@streetlights.co.uk>
Sent: 27 March 2026 08:15
To: 'Cllr Banbrook' <john.banbrook@sundridgewithidehill-pc.gov.uk>
Cc: Amanda Barlow <clerk@sundridgewithidehill-pc.gov.uk>
Subject: Column 36, Church Road, Sundridge

Hi John,

Jay has reported that the lantern on column 36 in Church Road has been vandalised and requires replacement.

I can confirm that we would currently charge £375 + Vat. to supply and install a replacement SL8 LED lantern here.

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

Kind regards,

Ken Bonner
Streetlights

12.2 Highways

12.2.1 Meeting with Kent Highways

Report from Members following meeting on 24 March.

12.3 Correspondence

12.3.1 Local Government Reorganisation Update

From: Alison Stevens <dep.ceo@kentalc.gov.uk>

Sent: 03 March 2026 16:10

Subject: Local Government Reorganisation Consultation

Dear All Clerks and Area Committee Chairs

Hopefully you have been notified by your District, Borough or County Council and seen our social media post in February but I thought I'd send this reminder just in case.

The statutory consultation seeks views on the proposals that the Ministry of Housing Communities and Local Government (MHCLG) has received following the Secretary of State's invitation to councils in Kent and Medway to submit proposals for unitary local government for Kent and Medway. The (5) proposals in this consultation were made by the following councils on 28 November 2025:

Kent County Council proposed 1 unitary council comprising the current areas of:

- Ashford, Canterbury, Dartford, Dover, Folkestone & Hythe, Gravesham, Maidstone, Sevenoaks, Swale, Thanet, Tonbridge and Malling, Tunbridge Wells, and Medway

Folkestone and Hythe District Council, Maidstone Borough Council, Sevenoaks District Council, Tonbridge and Malling Borough Council, and Tunbridge Wells Borough Council proposed 3 unitary councils. These would comprise the current areas of:

- North: Dartford, Gravesham, Medway, and Swale
- West: Maidstone, Sevenoaks, Tonbridge & Malling, and Tunbridge Wells

Sundridge with Ide Hill Parish Council

- East: Ashford, Canterbury, Dover, Folkestone & Hythe, and Thanet

Dover District Council, Swale Borough Council, and Thanet District Council proposed 4 unitary councils. These would comprise the current areas of:

- North: Dartford, Gravesham, and Medway
- West: Maidstone, Sevenoaks, Tonbridge & Malling, Tunbridge Wells
- Mid: Swale, Ashford, and Folkestone & Hythe
- East: Canterbury, Dover, and Thanet

Medway Council, Ashford Borough Council, and Canterbury City Council proposed 4 unitary councils. This includes a request to split existing district council areas between the proposed new councils. These would comprise the current areas of (please see maps in the proposal for full details):

- North Kent: Medway (98%), Gravesham (87%), Swale (81%), Dartford (78%), small parts of Tonbridge and Malling (3%), and Maidstone (2%)
- West Kent: Sevenoaks, Tunbridge Wells, Tonbridge and Malling (61%), Dartford (22%), Gravesham (13%), and Medway (2%)
- East Kent: Canterbury, Dover, Thanet, Folkestone and Hythe (64%), and Swale (Faversham area 17%)
- Mid Kent: Ashford, Maidstone (98%), Folkestone and Hythe (36%), Tonbridge and Malling (36%), and Swale (3%)

Dartford Borough Council and Gravesham Borough Council proposed 5 unitary councils. This includes a request to split existing district council areas between the proposed new councils. These would comprise the current areas of (please see maps in the proposal for full details):

- North Kent: Dartford, Gravesham, Medway (25%), and Sevenoaks (18%)
- West Kent: Maidstone, Sevenoaks (82%), Tonbridge and Malling, and Tunbridge Wells
- East Kent: Canterbury, Swale (24%), and Thanet
- Mid Kent: Medway (75%) and Swale (76%)
- South Kent: Ashford, Dover, and Folkestone & Hythe

This consultation asks questions about each proposal to help inform the assessment of the proposals.

This consultation ends on the 26th March 2026 and can be found here:

<https://www.gov.uk/government/consultations/local-government-reorganisation-in-kent-and-medway/proposals-for-local-government-reorganisation-in-kent-and-medway>

*Alison Stevens
Deputy Chief Executive
Kent Association of Local Councils
White Cliffs Business Park
Whitfield
Dover
Kent, CT16 3PJ*

13. Dates of next meetings

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