

AMANDA BARLOW
Clerk to the Council

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

Cllrs Coles, Evans, Fribbens (Chair), Manley and Maybury

I hereby invite you to attend a Meeting of the Parish Council to be held in the hall at **Ide Hill Village Hall** at **6.30 p.m. on Tuesday 30 June 2026** to transact the undermentioned business.



Clerk

25 June 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.
3. **A Public Open Session.** Members of the public will be welcome to address the Parish Council with any local concerns they have related to Ide Hill amenities. Please note this item will be limited in time at the discretion of the Chairman.
4. To consider, and approve if appropriate, which agenda items are sufficiently confidential as to warrant exclusion of members of the press and public under the provisions of The Public Bodies (Admission to Meetings) Act 1960
5. To agree the minutes of the meeting held on 21 April 2026 and matters arising not covered under Agenda Items.
 - 5.1 Litter bin by school
 - 5.2 Use of Ide Hill Recreation Ground
6. Ide Hill Public Conveniences
 - 6.1 To discuss and agree any outstanding matters
7. To note the year end audited accounts for the Ide Hill Assets:
 - 7.1 Ide Hill Public Conveniences and Car Park
 - 7.2 Ide Hill Recreation Ground
 - 7.3 Goathurst Common
8. To note the following items
 - 10.1 Goathurst Common benches
 - 10.2 Parking and Speeding concerns raised by Ide Hill Primary School
 - 10.3 Streetlighting
 - 10.4 Autumn Woodland Walk
 - 10.5 Signage for all assets
 - 10.6 Defibrillator
9. To agree the arrangements and content for the Ide Hill Community Event on 3 July 2026
10. Date of next meeting

AGENDA DOCUMENTS

1. To receive apologies and reasons for absence.

Cllr Evans

2. To receive declarations of personal, prejudicial and disclosable pecuniary interests on items on the agenda and updates to members' register of interests.
3. **A Public Open Session.** Members of the public will be welcome to address the Parish Council with any local concerns they have related to Ide Hill amenities. Please note this item will be limited in time at the discretion of the Chairman.
4. To consider, and approve if appropriate, which agenda items are sufficiently confidential as to warrant exclusion of members of the press and public under the provisions of The Public Bodies (Admission to Meetings) Act 1960
5. **To agree the minutes of the meeting held on 21 April 2026 and matters arising not covered under Agenda Items.**

***Ide Hill Amenities Committee
Minutes of a meeting held at Ide Hill Village Hall
on Monday 21 April 2026 at 7.00 pm***

Present: Cllrs Allgood, Coles, Evans, Fribbens (Chair), Maybury and Manley
In attendance: 61 members of the public (the majority in part), Mrs A Barlow (Clerk)
Apologies: None

1. To receive apologies and reasons for absence.

There were no apologies.

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 Ide Hill amenities. Please note this item will be limited in time at the discretion of the Chairman.*

Cllr Fribbens (Chair) made the following statement:

The first is on the Parish Council Standing Orders which advise on how I, as Chair of this committee, with the assistance of the Clerk, conduct the meeting, including the public open session.

This meeting will be conducted in accordance with the Parish Council's Standing Orders. Public participation is limited to items listed on the published agenda.

The public forum will be conducted under Standing Order 3, which provides that:

- *Members of the public may speak for no more than five minutes; and*
- *Questions raised do not require a response at the meeting, nor do they initiate a debate.*

Please note that any comments made and questions raised will be recorded in a public document.

To ensure that everyone has a fair opportunity to contribute, we kindly ask that members of the public speak only once and keep their remarks concise. We also ask that all contributions are made respectfully and with appropriate language. The use of racist, discriminatory, or otherwise offensive language will not be tolerated.

Secondly, I would like to make a statement on behalf of the Parish Council some of which has been published but needs repeating here before we go any further.

PARISH COUNCIL OF SUNDRIDGE WITH IDE HILL

Stubbs Wood is a beautiful local asset which, despite the excellent efforts of our Volunteers, the Parish Council struggles financially to maintain as it deserves. We have been considering ways to ensure the woods are maintained correctly within the confines of the limited budget that the Parish Council has. This is proving more and more tricky, especially in light of the recent tree safety survey and therefore the Parish Council has been considering what alternatives there might be. We are seeking legal advice on what we can and cannot do and all options are being considered but, as yet, without public consultation with the residents of Ide Hill AND Sundridge, no decisions are ready to be made.

Members and the Clerk are aware of some misinformation circulating on local social media and WhatsApp groups, and wish to clarify the following:

** This Committee will not be discussing options for the disposal of Stubbs Wood. At a recent Full Council meeting, it was agreed that the next step is to arrange appropriate community engagement. This event will provide residents with the opportunity to consider the options, ask questions, and express their views prior to any formal decision being made. The approach to this will be considered by Full Council on 27 April 2026.*

** This Committee will not be making any comment regarding the land at the junction of Penn Lane and Church Road, outside of Ide Hill, as this matter sits with Full Council.*

The Parish Council is unable to comment on the actions that future councils may take regarding Parish assets. The current Council will be dissolved, and a newly elected Council will assume office following the elections in May 2027.

Finally, my own thoughts as chair.

It has been very disappointing that some of the information put out by the Parish Council has been misinterpreted which appears to have caused great concern through social media.

In light of this I will be recommending to the Full PC that we now only distribute information through the Parish Council official channels - website, PC Facebook page, PC Noticeboards etc.

There was an extended public forum due to the high number of residents in attendance. The main areas of concern raised related to the Parish Council's processes, the sale of land at the junction of Penn Lane/Church Road, and matters concerning Stubbs Wood.

Cllr Fribbens confirmed that no decisions regarding Stubbs Wood would be made at this meeting. He advised that, following the Full Council Meeting on Monday 27 April, the Parish Council would issue a statement addressing the concerns raised, including:

- Transparency and openness*
- The process for agendas and minutes*
- Publicity of meetings and events*
- Community engagement*
- How the Parish Council operates*
- The Fixed Asset Register and community assets listed within it*
- Stubbs Wood*
 - o The timetable for discussions relating to Stubbs Wood*
 - o The perception that the Parish Council is unwilling to take advice from SWAG, why they were not involved in the Forestry Commission and Natural England Visit and why their ideas for the future of SWAG had not been initiated*
 - o Consideration of a minimalist approach to Stubbs Wood*

Additional Matters Raised

- A resident reported that Emmetts Lane is experiencing high levels of heavy goods vehicle traffic. It was noted that there are several pinch points where two vehicles cannot pass, and some fencing has been damaged. The resident asked whether the Parish Council, which has jurisdiction over the initial section of the road, could request that Kent Highways install appropriate signage.
 - A resident expressed concern regarding a recent sports training session held on the recreation field behind The Cock public house. The resident reported that when they approached those present, they were met with a discourteous response. The Clerk confirmed that she had already contacted the organisation involved to discuss and formalise their use of the field.
 - In response to questions, Members confirmed that there was no further update regarding the proposed telephone mast.
 - Residents asked whether they could engage with the police regarding anti-social behaviour outside the shop and reports of vehicles speeding past the public toilets.
 - Ide Hill Village Green- has the Parish Council considered getting quotes from the hours around the Village Green to help repair the damage.
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 12 January 2026 and matters arising not covered under Agenda Items.

Members resolved to agree the minutes of the meeting held on 12 January 2026.

- **Litter Bin by the School** – the Clerk advised that the PCC has agreed that the bin can be placed on their land and she is waiting for approval from SDC that they will collect from the bin.
 - **Abandoned Car on Ide Hill Recreation Ground** – the car was moved without charge to the Parish Council.
6. Stubbs Wood

6.1 Countryside Stewardship Higher Tier (CSHT)/Rural Payments Agency (RPA)/Grants

Cllr Maybury gave an update on the change of rules from DEFRA. The Parish Council received an invitation to apply for a grant and confirmed that they would like to apply. It was advised that the Parish Council should seek advice from the Forestry Commission and Natural England.

The Parish Council has looked at a very wide range of grants available.

6.2 Report following visit by the Forestry Commission

The Ide Hill Councillors met with representatives of the Forestry Commission and Natural England to get their advice and input on the way forward for our Woodland Management Plan and associated approvals and potential grants on Tuesday 24th March. A thorough review of the current situation and limitations was undertaken and good suggestions on our options were received.

6.3 Tree Survey

Members agreed that they needed to refer back to All Angles to discuss the identified trees that were High Priority. They can then decide which ones can safely be done by the volunteers and which ones from the list have to be done by All Angles. The volunteers could deal with about £1,000 of the £7,000 work.

6.4 Stubbs Wood Account at 31 March 2026

PARISH COUNCIL OF SUNDRIDGE WITH IDE HILL

Members noted the accounts at 31 March 2026 at Appendix A.

Members agreed to recommend to the Full Council £6,000 transfer from Reserves.

7. Ide Hill Public Conveniences

7.1 To discuss and agree some additional items required for the facilities

Members resolved to order the horizontal changing tables.

8. Ide Hill Recreation and Green

8.1 Ide Hill Green Kerbing

It was agreed that the item would be discussed at the Ide Hill Community Event.

8.2 Electricity supply to Ide Hill Scout Hut

The Clerk advised that she had written to UKPN as agreed at the Full Council meeting and had no further response.

9. Highways

9.1 To discuss the Ide Hill Items for the 2026-27 Highways Improvement Plan (HIP)

It was agreed to put on the request for signage for Emmetts Lane to prohibit HGV vehicles using the lane.

The 20mph zone and other traffic matters will be discussed at the Ide Hill Community Event.

10. To note the following items

10.1 Streetlighting

There are no issues with the 5 streetlights in Ide Hill.

10.2 Summer Event

The summer walk will take place on 27 June 2026, starting at Ide Hill Green at 2pm with tea on the recreation ground at 3pm. The Clerk will ask Ide Hill Football Club for permission to use the pavilion and the Parish Council marquee will be put up on Friday for use in case of bad weather.

10.3 Community Event

Community Event will take place on Friday 3 July 2026 at Ide Hill Village Hall. Tea & Coffee to be served. Further arrangements to be confirmed.

10.4 Signage for all assets

A local company will be instructed to make signs to identify all the Parish assets and it was agreed to draw up a list of those in Ide Hill and the wording required.

11. Date of next meeting

To be agreed.

PARISH COUNCIL OF SUNDRIDGE WITH IDE HILL

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		<u>29,880.00</u>		
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 @ 31 March 2026

	Receipts	Ring Fenced	Payments	Payments against ring fenced income
Carried f/wd from 2024/25		503.00		
Payments to 31 March 2026	200		3,549	
Receipts to 31 March 2026	200	503.00	3,549	
In budget from Parish Council	3,000.00			
Transfer from Reserves (October 2025)	3,000.00			
Plus receipts	<u>703</u>			
	6,703.00			
Less payments	<u>-3549</u>			
	£3,154.00			

PARISH COUNCIL OF SUNDRIDGE WITH IDE HILL

Matters Arising

5.1 Litter bin by school - SDC has offered to pay for the bin. The Clerk confirmed with Cllr Michelle Alger the type of bin and site. Awaiting update.

5.2 Use of Ide Hill Recreation Ground – confidential item.

6. Ide Hill Public Conveniences

6.1 To discuss and agree any outstanding matters

Items for John Banbrook to attend to (the Clerk has sent him this list)

- i. Baby change x 2 in both toilets
- ii. Toilet roll holders onto the walls
- iii. Lock on men's toilet door

Last Nayax Report showed high usage (May 2026)

Products		Number of Transactions	Sales			Service Fees		Processing Fees	
#	Location		Prepaid Card	Credit Card	Total Sales	Monthly Service	Total Service Fee	Credit Card	Total Processing Fees
1	Ide on Hill Ladies	207	£ 0.00	£ 207.00	£ 207.00	£ 10.00	£ 10.00	£ 9.75	£ 9.75
2	Ide on Hill Gents	0	£ 0.00	£ 0.00	£ 0.00	£ 0.00	£ 0.00	£ 0.00	£ 0.00
3	Ide Hill Gents	278	£ 0.00	£ 278.00	£ 278.00	£ 10.00	£ 10.00	£ 12.92	£ 12.92
		485	£ 0.00	£ 485.00	£ 485.00	£ 20.00	£ 20.00	£ 22.67	£ 22.67

PARISH COUNCIL OF SUNDRIDGE WITH IDE HILL

7. To note the year end audited accounts for the Ide Hill Assets:

7.1 Ide Hill Public Conveniences and Car Park

Listing of Payments for Ide Hill Car Park and Public Conveniences

(Between 01-04-2025 and 28-06-2026)

Cost Ide Hill Car Park and

Code	Date	Description	Supplier	Vat Type	Net	Vat	Total
64							
	15/04/2025	Cleaning	Val & Sander Reytenbach	X	500.00		500.00
	20/05/2025	Cleaning	Val & Sander Reytenbach	X	500.00		500.00
	20/06/2025	Cleaning	Val & Sander Reytenbach	X	500.00		500.00
	16/07/2025	Cleaning	Val & Sander Reytenbach	X	500.00		500.00
	20/08/2025	Cleaning	Val & Sander Reytenbach	X	500.00		500.00
	19/09/2025	Cleaning	Val & Sander Reytenbach	X	500.00		500.00
	20/10/2025	Cleaning	Val & Sander Reytenbach	X	500.00		500.00
	20/11/2025	Cleaning	Val & Sander Reytenbach	X	500.00		500.00
	17/12/2025	Cleaning	Val & Sander Reytenbach	X	500.00		500.00
	20/01/2026	Cleaning	Val & Sander Reytenbach	X	500.00		500.00
	19/02/2026	Cleaning	Val & Sander Reytenbach	X	500.00		500.00
	20/03/2026	Cleaning	Val & Sander Reytenbach	X	500.00		500.00
		Subtotal	Conveniences cleaning		£6,000.00		£6,000.00
66							
	19/06/2025	Repair of toilet door pay systems	Healthmatic Ltd	S	910.00	182.00	1,092.00
		Subtotal	Conveniences door pay system		£910.00	£182.00	£1,092.00
68							
	06/06/2025	Electricity	EDF Energy	L	66.45	3.32	69.77
	19/06/2025	Electricity	EDF Energy	L	142.23	7.11	149.34
	05/08/2025	Electricity	EDF Energy	L	201.78	10.09	211.87
	11/08/2025	Electricity	EDF Energy	L	84.35	4.22	88.57
	17/09/2025	Electricity	EDF Energy	L	65.12	3.26	68.38
	22/10/2025	Electricity	EDF Energy	L	78.48	3.92	82.40
	05/08/2025	Electricity	EDF Energy	L	11.31	0.57	11.88
	08/12/2025	Electricity Toilets	EDF Energy	L	74.90	3.74	78.64
	15/01/2026	Electricity - toilets	EDF Energy	L	180.80	9.04	189.84
	04/03/2026	Electricity - toilets	EDF Energy	L	108.27	5.41	113.68
	30/03/2026	Electricity - toilets	EDF Energy	L	81.30	4.06	85.36
		Subtotal	Conveniences energy costs		£1,094.99	£54.74	£1,149.73
65							
	16/07/2025	Drain unblocking	Jonny's Drains	S	120.00	24.00	144.00
		Subtotal	Conveniences Maintenance		£120.00	£24.00	£144.00
67							
	15/04/2025	Key lock for Ide Hill Toilets store cupboard	Mrs A C Barlow	S	20.55	4.11	24.66
	12/05/2025	Toilet supplies	Goldservice	S	83.12	16.63	99.75
	06/06/2025	Toilet supplies	Goldservice	S	68.74	13.75	82.49
	11/08/2025	Toilet supplies	Goldservice	S	108.13	21.63	129.76
	08/12/2025	Toilet supplies	Goldservice	S	283.40	56.68	340.08
	11/03/2026	Toilet supplies	Goldservice	S	95.92	19.19	115.11
		Subtotal	Conveniences supplies		£659.86	£131.99	£791.85
69							
	25/06/2025	Castle Water Historic Bill	Castle Water	S	4,828.33	965.67	5,794.00
		Subtotal	Conveniences water		£4,828.33	£965.67	£5,794.00
71							
	05/08/2025	Refund of incorrect charge at public conveniences	Member of the public	X	4.00		4.00
		Subtotal	Miscellaneous Contingency		£4.00		£4.00
		Subtotal for Ide Hill Car Park and Public Conveniences			13,617.18	1,358.40	14,975.58
		TOTALS			£13,617.18	£1,358.40	£14,975.58

PARISH COUNCIL OF SUNDRIDGE WITH IDE HILL

28 June 2026 (2025-2026)

Listing of Receipts for Ide Hill Car Park and Public Conveniences

(Between 01-04-2025 and 28-06-2026)

Cost Ide Hill Car Park and Public

Code ## Income Nayax

Date	Bank	Description	Customer	Vat Type	Net	Vat	Total
13/06/2025	Unity Trust Bank	Toilet Door Income	Nayax Europe UAB	X	555.63		555.63
15/01/2026	Unity Trust Bank	Toilet Door Income	Nayax Europe UAB	X	1,787.21		1,787.21
13/02/2026	Unity Trust Bank	Toilet Door Income	Nayax Europe UAB	X	209.15		209.15
13/03/2026	Unity Trust Bank	Toilet Door Income	Nayax Europe UAB	X	221.86		221.86
			Subtotal for Code: Income Nayax		£2,773.85		£2,773.85
			Subtotal for Cost Centre: Ide Hill Car Park and Public Cc		2,773.85		2,773.85
TOTALS					£2,773.85		£2,773.85

7.3 Goathurst Common

Listing of Payments for Goathurst Common

(Between 01-04-2025 and 28-06-2026)

Cost Ide Hi

Code ##

Date	Description	Supplier	Vat Type	Net	Vat	Total
15/04/2025	Supply of plans and services	Tara Dalton Garden Design	S	1,967.50	393.50	2,361.00
15/04/2025	Installation of Goathurst Common Playground	Sutcliffe Play	S	30,832.57	6,166.51	36,999.08
15/04/2025	Treetops Saw	Sutcliffe Play	S	2,916.17	583.23	3,499.40
16/07/2025	Goal posts	Soccer Store	S	1,229.17	245.83	1,475.00
08/12/2025	Goalposts for Goathurst Common	W Design and Build Ltd	S	750.00	150.00	900.00
		Subtotal for Code: Playground Equipment		£37,695.41	£7,539.07	£45,234.48
		Subtotal for Cost Centre: Ide Hill - Goathurst Common		37,695.41	7,539.07	45,234.48
TOTALS				£37,695.41	£7,539.07	£45,234.48

Listing of Receipts for Goathurst Common

(Between 01-04-2025 and 28-06-2026)

Cost Ide Hi

Code ##

Date	Description	Customer	Vat Type	Net	Vat	Total
05/06/2025	Refund of overpayment	Sutcliffe Play	X	1,513.68		1,513.68
		Subtotal for Code: Playground Equipment		£1,513.68		£1,513.68
Date	Description	Customer	Vat Type	Net	Vat	Total
23/06/2025	Donation from Cllr Maybury for bench	Cllr Russell Maybury	X	400.00		400.00
		Subtotal for Code: Playground Fundraising		£400.00		£400.00
Date	Description	Customer	Vat Type	Net	Vat	Total
11/04/2025	Grant for Goathurst Common Playground	Sevenoaks District Council	X	12,500.00		12,500.00
		Subtotal for Code: Playground Grant		£12,500.00		£12,500.00
		Subtotal for Cost Centre: Ide Hill - Goathurst Common		14,413.68		14,413.68
TOTALS				£14,413.68		£14,413.68

8. To note the following items

10.1 Goathurst Common benches

Picnic bench delivered, bench should be delivered 30 June 2026

10.2 Parking and Speeding concerns raised by Ide Hill Primary School

----- Original Message -----

From: 8863318 Headteacher <headteacher@ide-hill.kent.sch.uk>

Date: 19 June 2026 at 16:57:02 BST

To: Nigel.Rowe@kent.gov.uk, Cllr.alger@sevenoaks.gov.uk

Cc: 8863318 Finance <finance@ide-hill.kent.sch.uk>, Jeanine Johnson <Jeanine.Johnson@ide-hill.kent.sch.uk>

Subject: Re: Ide Hill Church of England Primary School

Thank you so much for getting back to me and for your really detailed response. Lots of great ideas we can try!

I will contact Iona and see where we can begin.

Thank you also for the offer to meet with the Parish Council if needed.

Kind Regards,

Elizabeth Alexander Headteacher

Ide Hill Church of England Primary School

From: Nigel.Rowe@kent.gov.uk <Nigel.Rowe@kent.gov.uk>

Sent: 19 June 2026 16:17

To: 8863318 Headteacher <headteacher@ide-hill.kent.sch.uk>; Cllr.alger@sevenoaks.gov.uk <Cllr.alger@sevenoaks.gov.uk>

Cc: 8863318 Finance <finance@ide-hill.kent.sch.uk>; Jeanine Johnson <Jeanine.Johnson@ide-hill.kent.sch.uk>

Subject: RE: Ide Hill Church of England Primary School

Dear Elizabeth Alexander,

Thank you for your email detailing your concerns outside of your school.

If I can address first the faded 'school keep clear' markings. I can see that you have already reported these. This is a maintenance matter that is addressed by our Ops team. Hopefully, someone will be in contact soon.

We do work closely with Sundridge and Ide Hill Parish Council where they formulate a Highway Improvement Plan (HIP) based on local concerns for potential highway improvements that are raised by the community. You have mentioned you have made contact with them, and I will be happy to meet with them to discuss any potential improvements further.

Having said that, in case you were not already aware, KCC has an officer dedicated to supporting Kent schools with any queries or activities around the promotion and enablement of active and sustainable transport, as well as providing resources to assist with problematic parking and congestion. You can contact Iona Rogulski for any support – iona.rogulski@kent.gov.uk – 03000 419 582 (direct).

There are lots of free resources available to Kent schools and many of those can be accessed via their online travel plan management system - "[Jambusters](#)" : **Jambusters** is the website that enables schools to create, store and maintain a School Travel Plan (STP) document. The site also provides, signposting information (such as road safety, crossing patrol information and other campaigns) and the opportunity to apply for grant funding to help you to encourage and promote active and sustainable travel at your school.

School Travel Plans / Annual Reviews : On the Jambusters system, schools have access to a free and easy to follow template that prompts for the information we require and then pulls the data and information through into a fully formatted STP document. Once the first draft is complete, the Travel Plan Co-Ordinator would submit the STP which would then come through to me to review. I liaise with the school directly to offer edits and return it on the system as the "2nd draft", for them to amend and resubmit. Once they have a "current" STP approved, the school can then simply complete a quick "Annual Review" for the following 3 years in order to maintain the STP and keep it up to date (this means schools don't have to complete a whole new STP document every year and instead would only need to do a complete STP every four years).

Whilst it's not obligatory for schools to have a current and well-maintained School Travel Plan, it really is an extremely useful document to have in place and can be an incredibly helpful tool to draw upon to support other efforts and respond to local enquiries. This is because the STP captures a great range of useful information that helps to provide officers/ the school/parish councils/local residents (or any other readers) with a clear outline of the school including (but not exclusive to):

- pupil/staff numbers
- where people travel in from
- types and no. of entrances
- surrounding road network
- issues that the school faces in terms of travel, safety, congestion etc.
- active travel infrastructure
- actions that the school are taking themselves (or intend to take) to address the issues/concerns raised.

As such, there are a number of benefits for schools who are engaged on the Jambusters site and have a recent/up-to-date STP; increased strength to highway improvement requests, supporting grant funding applications and helping to identify and access further active travel opportunities/resources. In addition, a STP can be very useful in terms of providing efficient responses to community queries and can help to build better community relationships by providing local stakeholders with clarity and transparency about the opportunities and challenges for active travel and the actions that the school is taking/has taken regarding these (such as how they promote road safety or considerate/safer parking).

Grant Funding: When a school is engaged and has a STP Co-ordinator assigned on their Jambusters profile, they are invited each year to apply for up to £5k [grant funding](#), towards projects that promote and enable sustainable and active travel. Our grant funding applications window is typically from May-June each year, but I always send out "heads up" emails to our signed-up schools ahead of this so that they have time to start preparing their documents and ideas and obtain quotes. The funding is "capital" and therefore projects must be "infrastructure" installations, on their school site, that meet the active/sustainable

criteria. For example, successful applications can include cycle/scooter shelters, welly storage, EV charging points, footpath improvements etc.

Responsible Parking Toolkit: this initiative has two aspects; Schools can request a selection of free resources – such as banners, interactive flyers, and information leaflets – all of which encourage responsible and considerate parking, with options and differing designs depending on what specific issue a particular school faces ("keep off the zig zag lines", "pavement parking", and "be considerate of our neighbours", to name a few). The other aspect of the Responsible Parking toolkit is the [website](#); here, ideas and best practice is shared regarding the distribution of the responsible parking messages. Schools can also use the online "catalogue" to order their free resources.

School Streets: School Streets (SS) schemes are implemented on a trial basis initially and apply a temporary restriction to motorised traffic at school drop-off and pick-up times. The restriction applies to school traffic and through traffic. Residents who live within a School Street/access their property from within the restricted area, will be provided exemption permits and access for Emergency service vehicles is always maintained. School staff facilitate the restriction by setting out temporary barriers, between 45-60 minutes, each morning and afternoon (during term time only), to create the "School Streets zone". This creates a safer, healthier and cleaner environment for everyone.

Naturally, there are many factors we must consider when we assess the suitability of a site for a School Street scheme, and of course a scheme would only be explored if a school expresses interest. Undoubtedly these can be fantastic schemes with incredible outcomes including reducing the number of cars used on the school run, creating a calmer environment for staff and families at peak times, improving neighbour relations, improving children & families' health and wellbeing, and – as reported by the Headteacher at Southborough CofE Primary School - significantly improving the children's readiness to learn each morning.

Above all, School Streets ultimately improve the safety and experience of the most vulnerable road users as they travel to/from school each day.

Active Travel Maps: Once a school has a recently approved School Travel Plan in place, they become eligible to receive a bespoke active travel map. We provide this resource as a pdf document, however the schools can then have the file printed and folded into the handy pocket-size leaflet; on one side parents would find handy information about the school and the benefits of travelling actively. And on the reverse side there is a map of the school and surrounding areas with keys that highlight various elements, such as "5minute walking radius", Public Footpaths, Park & Stride locations, etc.

If any of the above sounds useful for you, if you have any queries, or if you'd like to set up a School Travel Plan and/or apply for grant funding, please contact Iona – iona.rogulski@kent.gov.uk

Many thanks and best wishes

Nigel

Nigel Rowe | Community Engagement Officer (West) | Road Safety & Active Travel Group | Highways, Transportation & Waste | Kent County Council |

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10.3 Streetlighting

No update

10.4 Autumn Woodland Walk

Date to be agreed in October/November pending on hall availability.

10.5 Signage for all assets

Cllr Wilson & the Clerk are arranging for signage for all assets. To agree to include What3words on signage.

10.6 Defibrillator

To confirm it has been checked at the date of the meeting.

9. To agree the arrangements and content for the Ide Hill Community Event on 3 July 2026

10. Date of next meeting