

# Sundridge with Ide Hill Parish Council

Document Pack Information Sheet –October 15 2018

PARISH COUNCIL OF

Telephone: 07495 962372

SUNDRIDGE WITH IDE HILL

email: clerk@sundridgewithidehill-pc.gov.uk

**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 **7.00 p.m. on Monday 15 October 2018** to transact the undermer *Ananda Barua*.

Clerk 10 October 2018

## 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. To approve as a correct record the **Minutes** (enclosed) of the Parish Council meeting held on 17 September 2018
4. **To take Matters arising** from the Minutes where these are not covered under the subject headings below
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. **Items for decision and allocation of resources if necessary.**
  - 6.1 To discuss and agree, if appropriate, the next actions with regard to Sundridge & Brasted Social Club
  - 6.2 To discuss and agree, if appropriate, replacing the Stubbs Wood car park barrier
  - 6.3 To discuss and agree, if appropriate, the next actions with regard to streetlighting
  - 6.4 To discuss and agree, if appropriate, the next actions with regard to speeding in Sundridge
  - 6.5 To adopt minutes of the meetings of the Planning Committee held on 17 September and 8 October (not yet agreed) 2018
  - 6.6 To approve/note items payable and paid
- 7.0 **Items for report**
  - 7.1 **Amenities**
    - 7.1.1 To note the Clerk's Amenities Report
  - 7.2 **Stubbs Wood**
    - 7.2.1 To receive update from Stubbs Wood Management Committee
  - 7.3 **Finance**
    - 7.3.1 To note Budget
  - 7.4 **Outside Bodies**
    - 7.4.1 To receive update on the Community Land Trust project
    - 7.4.2 To note any reports from outside bodies.
- 8.0 **Items for noting**
  - 8.1 **Correspondence**
    - 8.1.1 To note general correspondence.
    - 8.1.2 To note correspondence re: Ide Hill Primary School
    - 8.1.3 To note correspondence with regard to road closures
  - 8.2 **Remembrance Sunday**
9. **Urgent Business** that occurs and requires attention before the next meeting may be reported at the Chairman's discretion.
10. **Date of next meeting Monday 19 November at Ide Hill Village Hall**

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Please find below information to support the Agenda Items for the meeting of the Full Council on Monday at 7pm – Ide Hill Village Hall

## 1. Apologies - Cllr Evans, Cllr Furse

## 3. Minutes of the Parish Council meeting held on 17 September 2018 – attached

Sundridge with Ide Hill Parish Council

Minutes of Full Council Meeting

Monday 17 September 2018, 7.00 pm Sundridge Village Hall

**Present:** Councillors Baker (in part), Banbrook, Buys (in part), Denbigh, Evans (Chair), Furse, Hughes, Jones, Lovegrove, Powell

**Attendance:** Amanda Barlow (Clerk) and member of the public

7. To receive apologies and reasons for absence.

*Members noted that Cllr Meldan had been absent for 5 consecutive meetings.*

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

*None.*

9. To approve as a correct record the **Minutes** (enclosed) of the Parish Council meeting held on 16 July 2018.

***The minutes were signed as a true and accurate record.***

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

11. **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 to 10 minutes.

***None.***

12. **Items for decision and allocation of resources if necessary.**

6.1 To discuss and agree the Committee Membership

***Members resolved to adopt the Committee Membership as presented.***

6.2 To discuss and agree, if appropriate, the next actions with regard to Sundridge & Brasted Social Club  
*Members noted that the Sundridge & Brasted Social Club have not responded to the Parish Council's letter. Members resolved that the Clerk and Cllr Jones should proceed with taking legal action against Sundridge & Brasted Social Club and to inform Brasted Parish Council. (Action: Clerk and Cllr Jones).*

6.3 To discuss and agree, if appropriate, the next actions with regard to Bowers Meadow

*Members were asked to refer to the minutes of the Amenities Committee Meeting minutes with regard to this item.*

6.4 To discuss and agree, if appropriate, the next actions with regard to the public conveniences at Ide Hill and the car park

*Cllr Denbigh advised that the Village Hall Trustees would like to pass back the responsibility of maintaining the public conveniences to the Parish Council who are the owners. Members agreed that the Parish Council would have to assume responsibility for the management of the public conveniences and agreed that the Clerk and RFO should look into the options and costings. (Action; Clerk, RFO and Cllr Denbigh). Cllr Lovegrove raised the issues over the problems with the car park. It was agreed that the Amenities Committee would look into issues with the car park. (Action: Amenities Committee)*

6.5 To discuss and agree, if appropriate, awarding a grant to the Ide Hill Village Hall Trust

***Members resolved to award a grant of £1,290.00 to the Ide Hill Village Hall Trust. (Action: RFO).***

6.6 To discuss and agree, if appropriate, the request to use Stubbs Wood and the Recreation Ground car parks for the Catford Cycling Club Hill Climb

***Members resolved to allow Catford Cycling Club Hill Climb to use the car park at the recreation ground and Stubbs Wood. (Action: Clerk).***

6.7 To adopt, if appropriate, the grant policy

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**Members resolved to adopt the Grant Policy and agreed that all grant applications need to received 31 December 2018.**

6.8 To adopt, if appropriate, the lettings contracts

**Members resolved to adopt the Sundridge Village Hall contracts. (Action: Clerk)**

6.9 To adopt minutes of the meetings of the Planning Committee held on 16 July and 13 August (not yet agreed) 2018

**Members resolved to adopt the minutes of the Planning Committee held on 16 July and 13 August 2018.**

6.10 To approve/note items payable and paid

**Members resolved to approve items payable and paid as at Appendix A. Members resolved to donate £20 to the Darent River Preservation Society.**

## 7.0 Items for report

### 7.1 Amenities

7.1.1 To note the Clerk's Amenities Report

*The Clerk advised that the Amenities Committee had only just met and update is contained in the minutes of the Amenities Committee meeting of 10 September 2018.*

7.1.2 To note the Amenities Committee Minutes of 10 September 2018

**Noted.**

7.1.3 To note the Sundridge Asset Report

*The Clerk advised that Cllr Hughes and she had done a full asset check of Sundridge and it was agreed that the Clerk would undertake an asset check at Ide Hill with Cllr Denbigh (Action: Clerk and Cllr Denbigh).*

7.1.4 To receive report regarding the parking and Ide Hill Church of England Primary School

*The Members thanked Cllrs Baker for his very thorough report. They noted the recommendations made by Cllr Baker and agreed as follows:*

- ***The Members agreed not to request no parking traffic cones from Kent Highways as these would likely to be scattered around the village.***
- ***The Members agreed that Cllr Baker should work with the school to provide a suitable map of the village advising parents of parking areas.***
- ***The Members did not agree that a request should be made to Kent Highways regarding the speed limit.***
- ***Members agreed that it would not be appropriate to advise residents and parents of the school about parking as this is not a Parish Council issue but an issue for Kent Police.***
- ***Members agreed that the Clerk should write to Kent Highways regarding the roundabout. (Action: Clerk).***

### 7.2 Stubbs Wood

7.2.1 To receive update from Stubbs Wood Management Committee

*The last meeting was in July and minutes from that meeting were received at the July Full Council meeting and are on the website. Members agreed not to accept the quote from Treeability.*

### 7.3 Finance

7.3.1 To note Budget

*Noted.*

7.3.2 To note Finance Committee Minutes of 11 September 2018

*Noted.*

### 7.4 Outside Bodies

7.4.1 To receive update on the Community Land Trust project

*Cllr Evans advised that the pre-application will be submitted shortly and there will be a CLT meeting shortly to which all Members are invited to attend. The CLT will go back to Sundridge Village for a public meeting in October/November. The results of the public survey on housing are in the public domain.*

7.4.2 To note any reports from outside bodies.

**None.**

## 8.0 Items for noting

### 8.1 Correspondence

8.1.1 To note correspondence.

*Noted at Appendix B.*

8.1.2 To note the correspondence regarding the footpath

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***Members agreed that the Clerk should write to Mr Galletti advising that this not a Parish Council matter. (Action: Clerk)***

8.1.3 To note the correspondence regarding speeding in Ide Hill

***Members agreed that the Clerk should write to Mr Fletcher confirming the previous resolution that no further action will be taken with regard to this item.***

**9. Urgent Business** that occurs and requires attention before the next meeting may be reported at the Chairman's discretion.

***Members agreed that the Clerk should register the defibrillator on the national register.***

**10. Date of next meeting Monday 15 October at Sundridge Village Hall**

# Sundridge with Ide Hill Parish Council

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## Agenda Item 6.1

**Please see below correspondence.**

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

From: "trevor.jones@sundridgewithidehill-pc.gov.uk" <trevor.jones@sundridgewithidehill-pc.gov.uk>

Sent: Saturday, 22 September, 2018 15:16

To: "Laura Thompson" <Laura.Thompson@cwj.co.uk>

Cc: "clerk@sundridgewithidehill-pc.gov.uk" <clerk@sundridgewithidehill-pc.gov.uk>, "john.evans@sundridgewithidehill-pc.gov.uk" <john.evans@sundridgewithidehill-pc.gov.uk>, "graham.hughes@sundridgewithidehill-pc.gov.uk" <graham.hughes@sundridgewithidehill-pc.gov.uk>, "Zoe Isted" <zoe.isted@cwj.co.uk>

Subject: RE: Sundridge and Brasted Social Club - Lease

Hello Laura,

Copy of lease attached. I hope it is legible.

I trust that you have seen our letters to the Club sent in April and July? (letters sent to CWJ)

In case not I am asking Amanda, our Clerk, to forward them to you for additional information.

Regards

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

From: "Laura Thompson" <Laura.Thompson@cwj.co.uk>

Sent: Wednesday, 19 September, 2018 15:31

To: "trevor.jones@sundridgewithidehill-pc.gov.uk" <trevor.jones@sundridgewithidehill-pc.gov.uk>

Cc: "clerk@sundridgewithidehill-pc.gov.uk" <clerk@sundridgewithidehill-pc.gov.uk>, "john.evans@sundridgewithidehill-pc.gov.uk" <john.evans@sundridgewithidehill-pc.gov.uk>, "graham.hughes@sundridgewithidehill-pc.gov.uk" <graham.hughes@sundridgewithidehill-pc.gov.uk>, "Zoe Isted" <Zoe.Isted@cwj.co.uk>

Subject: RE: Sundridge and Brasted Social Club - Lease

Subject: RE: Sundridge and Brasted Social Club - Lease

Dear Trevor

Thank you for your email. It has been passed to me as I am a solicitor in the commercial property department. Please can you send me a copy of the previous lease so I can look into the matter in further detail and let you know what the next course of action should be.

I look forward to hearing from you.

Kind regards

**Laura Thompson**

[laura.thompson@cwj.co.uk](mailto:laura.thompson@cwj.co.uk)

Associate

Clarkson Wright & Jakes

**From:** Trevor Jones



# Sundridge with Ide Hill Parish Council

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[mailto:Trevor.j74@btinternet.com]

**Sent:** 17 September 2018 13:17

**To:** Peter Giblin

**Cc:** [clerk@sundridgewithidehill-pc.gov.uk](mailto:clerk@sundridgewithidehill-pc.gov.uk); [john.evans@sundridgewithidehill-pc.gov.uk](mailto:john.evans@sundridgewithidehill-pc.gov.uk); [graham.hughes@sundridgewithidehill-pc.gov.uk](mailto:graham.hughes@sundridgewithidehill-pc.gov.uk)

**Subject:** Sundridge and Brasted Social Club - Lease

Hello Mr Giblin,

I was out over the weekend so I have only just opened the 'e' from Amanda asking me to contact you re the above.

The club and bowling green to the rear have been in existence for many years for the benefit of the community.

In 1939 the building and grounds were conveyed to the Parish Councils who were empowered to retain the club (there was no obligation of let at beneficial terms required as far as can be seen) or sell and hold any resultant funds for recreational purposes.

Ide Hill is not mentioned in the conveyance at that time so it may have occurred before Sundridge and Ide Hill were united as one parish.

The building in which the club is located and the bowling green to the rear are jointly owned by Sundridge with Ide Hill and Brasted PCs and were originally gifted to the parishes to permit the residents of the parishes to have a Social club where alcohol was available.

There was a fully repairing and insuring lease with 'The Sundridge and Brasted Social Club' dated 1973 for 40 years on very beneficial terms with a rent of £1.00 per annum.

The lease came to an end in 2013 and it appears that the previous Parish Councils attempted to agree a new lease, but for unknown reasons nothing has transpired so the club is now holding over on original terms.

Some time ago (we are not sure when) the PC became aware that the club was sub-letting the flat originally intended for a steward's residence to a third party, in breach of the terms of the lease.

Various views have been expressed with regard to what should be done, including terminating the lease and obtaining possession, but it was agreed that the PCs would consider agreeing to a new lease permitting the sub-letting on terms to be agreed provided the club ensured and proved compliance with various legislation relating to the sub-letting. e.g. Planning, Building Regs. Landlord's obligations relating to health and safety etc.

A letter was sent to the club secretary in April listing the various potential liabilities to be addressed by the club which, would be the obligation of a responsible landlord, asking for a response within three months. Nothing was received so a chaser letter offering to meet and discuss matters was sent in July, but again with no response.

At the last Parish Council Amenities Committee meeting it was agreed that the PC should seek legal advice on the matter and perhaps consider putting in train the process for re-possession, if the lessees remain un-co-operative hence this mail to you.

Perhaps you could consider the content and let us have your advice re how we might proceed?

I am sending this from my personal address as our parish council webmail host is providing trouble this am.

Could you please reply to my PC mail address: [trevor.jones@sundridgewithidehill-pc.gov.uk](mailto:trevor.jones@sundridgewithidehill-pc.gov.uk). And copy in the other addressees?

Regards

Trevor Jones

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*Email sent to Cllr Simon Thorogood, Chair of Brasted PC. The Clerks will be arranging a mutually convenient date for Members of each PC to meet.*

Dear Simon

As you are aware the building in which the club is located and the bowling green to the rear are jointly owned by Sundridge with Ide Hill and Brasted PCs.

There was a fully repairing and insuring lease with 'The Sundridge and Brasted Social Club' dated 1973 for 40 years on very beneficial terms with a rent of £1.00 per annum.

The lease came to an end in 2013 and it despite previous attempts to agree a new lease, nothing has transpired so the club is now holding over on original terms.

Some time ago the PC became aware that the club was sub-letting the flat originally intended for a steward's residence to a third party, in breach of the terms of the lease.

Various views have been expressed with regard to what should be done, including terminating the lease and obtaining possession, but it was agreed that the PCs would consider agreeing to a new lease permitting the sub-letting on terms to be agreed provided the club ensured and proved compliance with various legislation relating to the sub-letting. e.g. Planning, Building Regs. Landlord's obligations relating to health and safety etc.

A letter was sent to the club secretary in April listing the various potential liabilities to be addressed by the club which, would be the obligation of a responsible landlord, asking for a response re these matters within three months. Nothing was received so a chaser letter offering to meet and discuss matters was sent in July, but again with no response.

At the last SWIH Parish Council Amenities Committee meeting it was agreed that the PCs should seek legal advice on the matter and perhaps consider putting in train the process for re-possession, if the lessees remain un-co-operative hence this mail to you.

A firm of solicitors has been approached and asked to for initial advice as to what action is available in respect of this matter. So far no costs have been incurred, but in due course the PCs may have to face the costs of legal advice and perhaps action.

You may wish to attend a meeting between those responsible for such matters at Brasted PC and our Amenities Committee to clarify matters and decide on a way forward.

Please do contact the Clerk to arrange a suitable date if you would like to meet.

with best wishes

Cllr Trevor Jones  
Chair of Planning Committee

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DATED 11th December 1973

BRASTED PARISH COUNCIL and  
SUNDRIDGE PARISH COUNCIL

\_\_\_\_\_ to \_\_\_\_\_

H.S.M.HALL ESQ., and ANOTHER

Counterpart

L E A S E

\_\_\_\_\_ of \_\_\_\_\_

land situate at Sundridge in the County of  
Kent Together with the Club House and  
Pavilion erected thereon.

Term commences  
For years

1973  
40

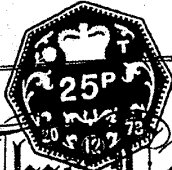
Term expires

2013

RENT £1.00 per annum



**Sundridge with Ide Hill Parish Council**  
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**This Lease**

made the Eleventh day of December One  
thousand nine hundred and seventy-three BETWEEN

BRASTED PARISH COUNCIL and SUNDRIDGE PARISH COUNCIL (hereinafter called "the Landlord" which expression where the context so admits shall include the reversioner for the time being immediately expectant on the term hereby created) of the one part and HAROLD STUART MEYNELL HALL of Garden Lodge Combe Bank Drive Sundridge near Sevenoaks Kent and HORACE JOHN JENKINS of Darenth 177 Main Road Sundridge aforesaid as representatives of and acting on behalf of the Committee and Members of Sundridge and Brasted Social Club formerly known as The Sundridge & Brasted United Institute (hereinafter called "the Tenants" which expression where the context so admits shall include their successors in title) of the other part

WITNESSETH as follows:-

1. THE Landlord hereby demises unto the Tenants the hereditaments described in the Schedule hereto TO HOLD unto the Tenants from the Eleventh day of December One thousand nine hundred and seventy-three for the term of FORTY YEARS at the yearly rent of ONE POUND clear of all deductions once yearly on the First day of January in each year
2. THE Tenants for themselves and their assigns covenant with the Landlord as follows:-
  - (1) To pay the reserved rent on the day and in manner aforesaid
  - (2) To defray all existing and future rates taxes charges assessments and outgoings whether or not of an annual or recurring nature payable by law in respect of the premises either by the owner or occupier thereof
  - (3) To keep the demised premises including the drains and sanitary and water apparatus and all fixtures and additions thereto in good and substantial repair and condition throughout the term and without any alterations except such as shall be sanctioned in writing by the Landlord and in such repair and condition to yield up at the determination of the tenancy
  - (4) To paint with two coats of good oil paint in a workmanlike manner all the wood iron and other parts of the demised premises heretofore or usually painted as to the external work in every third year and as to the internal work in every seventh year the time in each case being computed from the date hereof and in each case the painting to be done in the last year of the tenancy as well And after every internal painting to grain varnish distemper wash stop whiten and colour all such parts as have previously been so dealt with and to repaper with suitable paper of as good quality as that in use at the commencement of the tenancy the parts usually papered
  - (5) To permit the Landlord and their agents with or without workmen and others twice a year at reasonable times to enter upon and view the condition of the demised premises and forthwith to execute all repairs and works required to be done by written notice given by the Landlord PROVIDED ALWAYS that if the Tenants shall not within one month after service of such notice commence and proceed diligently with the execution of the repairs and works mentioned in such notice it shall be lawful for the Landlord to enter upon the demised premises and execute such repairs and works and the cost thereof shall be a debt due from the Tenants to the Landlord

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and be forthwith recoverable by action \_\_\_\_\_

(6) To keep insured in the joint names of the Landlord and the Tenants the demised premises from loss or damage by fire in some insurance office or with underwriters to be named by the Landlord in a sum equal to the amount required to rebuild the same in case of total destruction and to make all payments necessary for the above purposes within seven days after the same shall respectively become due and to produce to the Landlord or their Agents on demand the several policies of such insurances and the receipt for each such payment and to cause all moneys received by virtue of any such insurance to be forthwith laid out in rebuilding and reinstating the said premises and to make up any deficiency out of their own moneys PROVIDED ALWAYS that if the Tenants shall at any time fail to keep insured the said premises as aforesaid the Landlord may do all things necessary to effect or maintain such insurance and any moneys expended by them for that purpose shall be repayable by the Tenants on demand and may be recovered by action forthwith \_\_\_\_\_

(7) To use the premises hereby demised as a Social Club and for no other purpose whatsoever

(8) Not to assign underlet or part with the possession of the demised premises or any part thereof \_\_\_\_\_

(9) That no operation of a noisy or offensive kind in connection with the carrying on of the said Social Club shall be permitted upon the said premises nor anything done thereon which may be or grow to be a nuisance or annoyance to the owners or occupiers of any neighbouring property \_\_\_\_\_

(10) That no hut caravan house on wheels or other chattel intended for use as a dwelling or sleeping place shall be brought to or erected on the said premises nor shall gypsies or like persons be allowed to camp thereon \_\_\_\_\_

(11) To maintain at All times hereafter at the sole expense of the Tenants and their assigns a good and sufficient fence not less than four nor more than seven feet in height on or towards the western and eastern sides of so much of the said premises as lie to the north of the River Darent

3. THE Landlord hereby covenants with the Tenants that the Tenants paying the rent hereby reserved and performing and observing the several covenants and stipulations herein on their part contained shall peaceably hold and enjoy the demised premises during the said term without any interruption by the Landlord or any person rightfully claiming under or in trust for them \_\_\_\_\_

4. PROVIDED ALWAYS AND IT IS EXPRESSLY AGREED that if the rent hereby reserved shall be unpaid for Twenty-one days after becoming payable whether formally demanded or not or if any covenant on the Tenants' part herein contained shall not be performed or observed then and in any of such cases it shall be lawful for the Landlord at any time thereafter to re-enter upon the demised premises or any part thereof in the name of the whole and thereupon this demise shall absolutely determine but without prejudice to the right of action of the Landlord in respect of any breach of the Tenants' covenants herein contained \_\_\_\_\_

5. THIS demise is conditional upon the Tenants continuing exclusively to use the demised

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premises as a Club house for the said Sundridge and Brasted Social Club and for its present purposes and in the event of the Tenants ceasing to use the demised premises for the purposes aforesaid the Landlord shall forthwith have power by one month's notice in writing to determine this demise

NOTWITHSTANDING anything herein contained it is agreed that the said Harold Stuart Meynell Hall and Horace John Jenkins shall not be personally responsible for the performance and observance of the covenants on the part of the Tenants herein contained

IN WITNESS whereof the Tenants have hereunto set their hands and seals and Henry John Dowding (Chairman of Brasted Parish Council) and Gordon James McLennan and John Hubert Boyd Talbot (two members of Brasted Parish Council) and Hannah Mary Farrell (Chairman of Sundridge Parish Council) and Charles Smallpiece Bennett and George Edward Hodge (two members of Sundridge Parish Council) have hereunto set their hands and seals the day and year first before written

## THE SCHEDULE above referred to

ALL THAT piece or parcel of land situate at Sundridge in the County of Kent containing three roods and twenty-eight perches or thereabouts formerly being part of the Combe Bank Estate Together with the Club House and Pavilion erected thereon or on some part thereof all which said premises were formerly known as The Sundridge & Brasted United Institute but are now known as Sundridge and Brasted Social Club EXCEPTING AND RESERVING the free and uninterrupted right of the free flow passage and user of water through the pipes (if any) laid under the said premises to and in respect of other portions (if any) of the said Combe Bank Estate and to all messuages and buildings erected thereon as at the Second day of September One thousand nine hundred and twenty-five which is reserved to Robert Ludwig Mond his heirs and assigns owner or owners of the said Combe Bank Estate and of any portions thereof sold prior to the said Second day of September One thousand nine hundred and twenty-five and his and their lessees and tenants with liberty to the said persons to enter upon the said premises or any part thereof for the purpose of inspecting renewing cleansing and maintaining the said pipes and any other works appertaining to the said water supply or used in connection therewith such persons reinstating and making good any damage done in carrying out such works

SIGNED SEALED AND DELIVERED by the said HAROLD STUART MEYNELL HALL in the presence of)

SIGNED SEALED AND DELIVERED by the said HORACE JOHN JENKINS in the presence of .

*312*  
*132 main Road Sundridge*  
*Spring Cottage*  
*Sundridge*

*Refined*

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### AGENDA ITEM 6.2



#### QUOTATION

To: Mike Denbigh	From: Ed Milner-Smith
Company : Ide Hill Parish Council	Email: <a href="mailto:emilnersmith@jbcorrie.co.uk">emilnersmith@jbcorrie.co.uk</a>
Email : <a href="mailto:m.denbigh@btinternet.com">m.denbigh@btinternet.com</a>	Date: 12 <sup>th</sup> October 2018
Q : 696.18	
Site : Ide Hill, Sevenoaks	

Dear Mr Denbigh,

We thank you for your recent enquiry for fencing works at the above site and have pleasure in returning the following quotation for your consideration.

#### J B CORRIE & CO LTD

- Have over 100 years experience in the fencing business.
- Pride ourselves on our quality as a quality assured company conforming to BS EN ISO 9001:2008.
- Have our own extensive manufacturing capability.
- Only use trained staff and qualifications are available for inspection.
- Have a total commitment to Health, Safety and the Environment.
- Consider no work complete until you are totally satisfied.

#### THE PROJECT

Height/car park barrier.

#### THE SPECIFICATION:

Break out existing wooden height barrier and remove from site.

Supply and erect a single leaf lattice type height barrier 2100mm high above ground level, 4000 mm wide (between posts) x approximately 600mm high. Main frame constructed from 50 x 50 x 3mm with 50 x 30mm diagonal bracing. 5 sided slotted box to take a hidden padlock. Frame drilled and plated for 25mm adjustable hinges.

Supplied with 1 no. 3500mm long x 120 x 120 x 5mm square hollow section hanging post and 2 no. 100 x 100 x 4mm slamming posts. Supplied with a 'maximum 2000mm height' yellow restriction sign.

The new height barrier to be galvanised and polyester powder coated black.

J B Corrie & Co Ltd  
Frenchmans Road, Petersfield, Hampshire GU32 3AP  
Tel: 01730 237100 Fax: 01730 264915 Email: [admin@jbcorrie.co.uk](mailto:admin@jbcorrie.co.uk)

J B Corrie & Co Scotland  
Signal Box Road, Blairgowrie, Perthshire PH10 6ER  
Tel: 01250 873989 Fax: 01250 875884 Email: [jbcscotland@jbcorrie.co.uk](mailto:jbcscotland@jbcorrie.co.uk)



[www.jbcorrie.co.uk](http://www.jbcorrie.co.uk)

Registered Number 208517 England V.A.T. registered No GB 192 8798 10

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### **ADDITIONAL COSTS & CLAUSES**

**DESIGN** - J B Corrie are able to entertain Design Services upon request but unless shown within our offer as a separate priced item it should be assumed that Design Services are not included within this quotation.

**INDUCTIONS** - We have made allowance for our site staff to attend an initial site induction. Any other downtime as a result of Health & Safety and/or environmental requests by the client, will be charged at daywork rates.

**DOWNTIME** - Any downtime as a result of access to working areas being blocked and/or unavailable will be charged at daywork rates.

**PROGRAMME** - Any changes to the agreed working programme will be charged at daywork rates.

**CUBE TESTING / IDENTITY TESTING** – unless specified cube testing of concrete is excluded from our offer and will be subject to extra over upon request

We confirm that we operate a quality management system which complies with the requirements of BS EN ISO 9001:2008.

All Site Instructions are to be addressed to the Contracts Manager and must be confirmed in writing prior to the commencement of the work.

We trust the above meets with your requirements. Should you have any queries, please do not hesitate to contact the writer.

Assuring you of our close attention at all times.

Yours faithfully,

**for J. B. Corrie & Co. Limited,**

Ed Milner-Smith  
**Contracts Estimator**

Email: [emilnersmith@jbcorrie.co.uk](mailto:emilnersmith@jbcorrie.co.uk)  
Direct dial No: 01730 237121

# Sundridge with Ide Hill Parish Council

## Document Pack Information Sheet –October 15 2018

The Fencing Specialists

### THE PRICE:

**Total price for the above works - £4,291.35 (ex.VAT)**

### ASSUMPTIONS AND CLAUSES

1. **Materials quoted:** are currently available. Due to the potential volatility of the steel market and its subsequent effect on availability, if these materials are not available at the time of the order we may have to re-quote substitute materials.
2. **On site assumptions & conditions:**
  - a) We have assumed that all works will be carried out as one contract.
  - b) We have allowed for any spoil from excavation to be spread on site.
  - c) This quotation has been based on the work being carried out in one continuous visit.
  - d) We have assumed that normal excavating conditions will prevail throughout for any material encountered. Your attention would be drawn to the necessity to use a compressor prior to its use on site. The use of a compressor may result in a claim for additional costs. Normal excavating conditions shall also pertain to normal uncontaminated soil conditions, any contaminated ground will result in a claim for additional costs.
  - e) This quotation has been based on there being vehicular access for the delivery of materials to the fence line.
  - f) Our price is based on the assumption that the fence line will be obstruction free prior to the arrival of our erectors.
  - g) Before we are able to commence any excavations we will require you to provide us with details / cable drawings of all service locations i.e. gas, water, electricity, telephone and communication cables etc. which may exist on or near the fence line. Should this information not be provided we will not be able to commence excavations, and will not accept any liability for damages to the services.
  - h) Defects Liability period for our works is 12 months from the date of our own practical completion. Extended period of defects liability available upon request and potential extra over rate subject to conditions.
3. **General Conditions:**
  - a) The prices quoted will remain firm for 14 days from the date of our quotation.
  - b) The prices quoted are net of Main Contractors discount and retention.
  - c) The prices quoted are subject to Value Added Tax at the appropriate rating.
  - d) All lead times quoted are indicative only and cannot be confirmed until receipt of a written order and all necessary information.
  - e) Any order placed with the company must be confirmed in writing to us within seven days.

# Sundridge with Ide Hill Parish Council

Document Pack Information Sheet –October 15 2018

## AGENDA ITEM 6.3

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

From: "Cllr Banbrook" <[john.banbrook@sundridgewithidehill-pc.gov.uk](mailto:john.banbrook@sundridgewithidehill-pc.gov.uk)>

Sent: Monday, 24 September, 2018 11:51

To: [ken.bonner@streetlights.co.uk](mailto:ken.bonner@streetlights.co.uk)

Cc: [rfo@sundridgewithidehill-pc.gov.uk](mailto:rfo@sundridgewithidehill-pc.gov.uk), [clerk@sundridgewithidehill-pc.gov.uk](mailto:clerk@sundridgewithidehill-pc.gov.uk)

Subject: Re: Mercury Lamps

Hi Ken

If I am understanding the options correctly I believe we would look to replace old lamps with limited life with a new unit and those with a longer life with a bulb conversion.

I will ask the clerk to add your communication to our next agenda for discussion and confirmation.

Regards

John

Sent from my iPhone

On 24 Sep 2018, at 09:11, <[ken.bonner@streetlights.co.uk](mailto:ken.bonner@streetlights.co.uk)> <[ken.bonner@streetlights.co.uk](mailto:ken.bonner@streetlights.co.uk)> wrote:  
Dear John,

I am writing to all clients who are still using 80w Mercury lamps.

I have today been advised by our suppliers (the largest in the South East) that they no longer have any stock of these lamps and as they are obsolete, they will not be receiving any further deliveries.

My understanding is that you have 10 Mercury lanterns, therefore we need to know how you wish to proceed in the event of a lamp failure?

Given that the majority of these lanterns are very old it will probably be best to replace them, although we will look into it if you feel they are worthy of conversion to another lamp type.

I would prefer if you could respond as quickly as possible to this email, as we have no wish for lights to go out unnecessarily and wish to have stock in place to cope with any demand.

Please feel free to contact me if you require any further information.

Kind regards,

Ken

# Sundridge with Ide Hill Parish Council

## Document Pack Information Sheet –October 15 2018

### AGENDA ITEM 6.4

Cllr Jones will talk on this item.



# Sundridge with Ide Hill Parish Council

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## AGENDA ITEM 6.5

PARISH COUNCIL OF  
SUNDRIDGE WITH  
IDE HILL

11 Clover Way  
Paddock Wood, Kent TN12 6BQ

AMANDA BARLOW  
Clerk to the Council

Telephone: 07495 962372  
email: pc.swih@hotmail.com

**Minutes of the meeting** of the Planning Committee held in the **VILLAGE HALL, IDE HILL** at **18.30H** on **Monday 17 September 2018**

Attendees: Cllrs Jones (chair), Baker, and Lovegrove. Cllr Evans joined later.

No members of the committee declared any material interest regarding matters to be discussed at the meeting.

The business of the Committee was taken in the following order:

1. **Minutes of the previous planning meeting on Monday 13 August 2018 were agreed.**
2. **There were no Matters arising from previous minutes.**
3. **No members of the public were in attendance at the meeting.**
4. **No planning applications were tabled for consideration**
5. **The following appeal against the District Council's decision was reported:**

Appeal Under Section 78

SE/17/03264/FUL Appeal by: Mr Kerry Booker

Site: Land south of Somers Lodge, Wheatsheaf Hill, Goathurst Common, Ide Hill.

The Parish Councils previous comments were considered still relevant.

No decisions were reported to have been dismissed or allowed.

- 6 **No applications were reported as withdrawn, refused.**

**The following applications were reported as granted:**

**Site: Brownings House Sundridge Road Ide Hill**

**Development:** Demolition of existing single storey side extension (utility) to facilitate a single storey side extension incorporating three rooflights and two storey rear extension. Alterations to fenestration.

**Site: Land To The South Of Alderwood Great Norman Street Ide Hill**

**Development:** Conversion of existing barn to provide five bedroom dwellinghouse with integral single garage, utilising existing access onto Norman Street and retaining existing landscaping

**The following application was reported as having objections lodged:**

# Sundridge with Ide Hill Parish Council

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**Site: Ide Hill Primary School Sundridge Road Ide Hill**

**Development:** Replacement of existing vertical hit and miss timber fencing and gates with black metal security fencing and matching gates to a height of 1.8m for safeguarding purposes.

**7 No Licence Applications were reported.**

**8 No Tree Preservation Orders were reported.**

**9 No conservation proposals were reported:**

**10 There was no correspondence to review.**

**11. Any other Business.**

**Re: Ide Cottage, Ide Hill TN14 6JW**

Cllr Jones tabled a letter received from a solicitor representing the owners and potential vendors of the above property.

Access to the property is across small part of Ide Hill Green and was the subject of a licence dated 1969 and issued personally to the previous owner of the property Mr John Hill and his then wife Pamela Hill. Mr Hill subsequently married Mrs Barbara Hill one of the current the vendors.

Mr Hill is now deceased and although the Licence was assignable, no assignment was made to the benefit of the current Mrs Hill prior to her husband's death, so she is unable to assign the benefit of the Licence to a prospective purchaser. Mrs Hill now wishes to sell the property but the absence of a Licence or formal Deed of Grant is a barrier to this transaction.

A formal Deed could not previously be granted and registered, as it is stated that the land was not registered. It is also stated that the PC could not previously prove title to the green to enable registration and the issue of a formal Deed of Grant so the solicitor is asking if a new licence can be issued to the benefit of the prospective purchaser.

The matter was discussed and it was agreed that the Planning Committee would recommend to the Parish Council that it to enter into a new Licence in similar terms to the previous one, provided that all costs generated by the preparation and issue would be met by the purchaser and/or the vendor so that no costs in these respects would rest with the Parish Council.

It was also recommended that the formal ownership of the green should be investigated and established so that registration could occur.

# Sundridge with Ide Hill Parish Council

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PARISH COUNCIL OF  
SUNDRIDGE WITH  
IDE HILL

11 Clover Way  
Paddock Wood, Kent TN12 6BQ

AMANDA BARLOW  
Clerk to the Council

Telephone: 07495 962372  
email: clerk@sundridgewithidehill-pc.gov.uk

**Minutes of the meeting** of the Planning Committee held in the **VILLAGE HALL, SUNDRIDGE** at **7.00p.m** on **Monday 8 October 2018**

Attendees: Cllrs Jones (chair), Evans, Baker, Denbigh and Furse

No apologies for absence were received.

No members of the committee declared any material interest regarding matters to be discussed at the meeting.

The business of the Committee was taken in the following order:

- 6. Minutes of the previous planning meeting were approved.**
- 7. There were no matters arising from previous minutes.**
- 8. No members of the public were in attendance at the meeting.**
- 9. The following planning applications were considered and the following comments made:**

<u>Reference Number</u>	<u>Development</u>	<u>Location</u>
SE/18/02433/FUL	To paint the exterior F&B Hardwick White, F&B Hague Blue.	The White Horse Inn 105 Main Road Sundridge KENT TN14 6EQ
SE/18/03057/WTCA	Fell 1 Norway Spruce tree. (CA)	Inglenook Cottage 223 Main Road Sundridge KENT TN14 6EJ
SE/18/02894/LBCALT	To fit slim line secondary glazing to the inside of the windows.	31 Main Road Sundridge KENT TN14 6EF

The Parish Council raised no objections to the above proposals.

- 5 No appeals were reported for consideration.**
- 6 No Applications were reported as Granted, or Refused by District Council.**
- 7 No Licence Applications were reported.**

# Sundridge with Ide Hill Parish Council

## Document Pack Information Sheet –October 15 2018

### **11 Application: SE/18/03006/WTCA Proposal to fell Ash Tree (CA)**

The Gate House 40 Church Road Sundridge KENT TN14 6EA

The Parish Council raised no objection to the above proposal.

### **12 There were no conservation proposals to review.**

### **13 Correspondence to be reviewed**

#### 10.1 Email from SDC – changes to planning procedure

These changes were discussed and it was decided to instruct the Clerk to write to SDC asking how and if this could affect the PC's duties to consider and comment on future Planning Proposals. Would the time constraints imposed prevent the PC for being able to comment in sufficient time for their views to be considered by SDC before their formal consideration of any application?

#### 10.2 Email form SDC – street naming.

The proposal for re-numbering the property at 26 TO 26 AND 26a Woodside Road were noted.

### **11. Any other Business.**

#### 11.1 The advice regarding the planning status of the new Ide Hill Playground was noted.

Cllr. Baker was concerned that this matter had not been progressed as instructed, but acknowledged that it should now be resolved in the manner as notified.

#### 11.2

Cllr. Evans raised the matter of the proposed developments in Westerham of a large distribution depot, housing proposal and extending the current by-pass. There would be a severely deleterious affect caused by both construction traffic and after completion generated additional traffic through the villages along the A25.

It was agreed that although this was not strictly a SWIH Parish matter the Clerk would be instructed to write to the Clerk of Westerham PC expressing our concern and support of them in their resistance to these proposals.

#### 11.3

Cllr. Jones reported the receipt by the Clerk of an e-mail from Cluttons, the mangers of the Chevening Estate, sent to the Clerk of Chevening PC and forwarded to CWIH PC as it relates to a reported development without permission within SWIH parish.

Cllr. Jones had visited the site prior to the meeting and provided photographs of the area and development.

The development comprises the construction of a large industrial building on a site which had previously been reported to SDC as having been subject to earlier development without approval and to which the PC has received no response and about which no enforcement action appears to have been taken.

It was decided that this should be reported to SDC for investigation and action.

**12 . The date of next meeting:** To be scheduled for Monday October 15 2018 at 6.30 pm at Sundridge Village Hall if there arise any matters for the Planning Committee to consider.

# Sundridge with Ide Hill Parish Council

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## AGENDA ITEM 6.6

Sundridge with Ide Hill Parish Council Items Payable and Paid					
Cheque Payments up to 17th September, 2018					
Cheque No	Payee	Details	Total Payable £	VAT £	Basic Amount £
770	N.B.C	Invoice 29 Sun Vill Hall cleaning	120.00	-	120.00
771	N.B.C	invoice 30 Sun Vill Hall cleaning	150.00	0.00	150.00
772	Mr G Hughes	Magnets	5.99	-	5.99
773	Mrs F Hensher	RFO Salary	246.10	-	246.10
774	Mrs A Barlow/G Barlow	Clerks Salary	838.32	-	838.32
775	Inland Revenue	Tax and NI	1,099.93	-	1,099.93
776	Mrs A Barlow/G Barlow	Clerks expenses	129.96	-	129.96
778	Pitchcare .com	White powder lines Sun rec			
779	Birchfields	Invoice 326 Stubbs Wood	540.00	90.00	540.00
780	Tree Ability	Stubbs wood	6,408.00	1,068.00	5,340.00
781	Streetlights	Inv 9807	115.50	19.25	96.25
782	Mrs F Hensher	RFO Expenses	116.25	-	116.25
783	Castle Water	Sun Vill Hall	320.81	-	320.81
784	Nick's Helping Hand	Sun Vill Hall	60.00	-	60.00
785	Norris & Fisher	Insurance	577.65		577.65
786	Zunich Municipal	PC Insurance		-	
787	Darent River Protection Society	Darent River Subscription	20.00	-	20.00
788	Calor Gas	Sun Rec Ground Gas	1,519.67	72.37	1,447.30
789	Castle Water	Sun Vill Hall Water (duplicated)			
		<b>Total</b>	<b>12,268.18</b>	<b>1,249.62</b>	<b>11,108.56</b>

# Sundridge with Ide Hill Parish Council

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## AGENDA ITEM 7.1

### Clerk's Amenities Report for Full Council 15 October 2018

#### 1. Sundridge Village Hall

1.1 Floors – the floors have been completed and the invoice settled.

1.2 Car parking barrier – the Clerk has found some suitable bollards – these will be discussed with Amenities and a proposal brought to the Full Council meeting.

#### 1.4 Hirers

The regular bookings are as follows:

Monday – Puppy School – private lessons as and when plus Parish Council meetings

Tuesday – Dance School – 1.45 hours

Wednesday Puppy School – 2 hours

Thursday – Puppy School – 2 hours (until July)

Friday – Dance School – 2.45 hours

Saturday – Dance School- 5 hours

Sunday – Rachelle Sloan (Fitness) – 4 hours

There are also casual hirers throughout the week and weekend.

#### 1.5 Charges

Charging rate to £15 per hour for new hirers. Long-term regular hirers and community hirers may seek preferential rates at the discretion of the Amenities Committee and Clerk.

#### 1.6 Contracts

The new contract has been agreed and is on the website.

#### 1.7 Key Safe

A new key safe has been fitted which meets with insurance requirements.

#### 2.0 Grass Cutting Contract

No issues reported.

#### 3.0 Sundridge Recreation Ground

##### 3.1 Security measures

Clerk is waiting to contact the ironmonger to do the work. Cllr Evans is speaking to him to ask him to do the work.

3.2 Decorating of outside of building to be done once security measures completed. Cost for redecoration already approved at £2,450. However Clerk will seek a further quote as time has now lapsed.

3.3 New key safe has been fitted. All keys to the recreation should be stored in here.

3.4 There have been some issues over the use of the football pitches between the hirers. Cllr Hughes has been negotiating and it is planned to come to a more formal arrangement.

#### 4.0 Bowers Meadow

Birchfields have carried out the work and the invoice has been paid. There seem to have been many complaints about Bowers Meadow and this is on the Amenities Committee's projects.

#### 5.0 Ide Hill Public Conveniences

The Ide Hill Village Hall Trust have advised that they want to hand the management back to the Parish Council. Cllr Hughes/Clerk and RFO are looking at costings etc for managing the conveniences.

#### 6.0 Stubbs Wood

Update at meeting.

#### 7.0 Asset Register

The Clerk will be arranging with Cllr Denbigh for the asset register for Ide Hill to be done.

Sundridge is completed

# Sundridge with Ide Hill Parish Council

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## AGENDA ITEM 7.2

Update from the Stubbs Wood Management Group

# Sundridge with Ide Hill Parish Council

## Document Pack Information Sheet –October 15 2018

### AGENDA ITEM 7.3

#### Sundridge & Ide Hill Budget for 2018/19

##### Overview of Income and Expenditures

Code	Description	Actual	Budget	Actual vs Budget	Recommendations
<b>Income</b>					
	Precept	£31,000.00	£62,000.00	£31,000.00	-50.0%
	Sevenoaks District Council		£0.00	£0.00	
	Other	£14,678.28	£9,000.00	£5,678.28	
	<b>Sub-total</b>	<b>£45,678.28</b>	<b>£71,000.00</b>	<b>£36,678.28</b>	<b>£0.00</b>
	<b>Total Income</b>	<b>£45,678.28</b>	<b>£71,000.00</b>	<b>£25,321.72</b>	<b>-35.7%</b>
<b>Expenses</b>					
<b>Overhead:</b>					
	Clerk & RFO Expenses	£9,411.34	£17,600.00	-£8,188.66	-46.5%
	Members Expenses		£2,000.00	-£2,000.00	-100.0%
	Administration Costs	£4,174.58	£5,620.00	-£1,445.42	-25.7%
	Professional Services	£542.17	£2,500.00	-£1,957.83	-78.3%
	<b>Sub-total - Overhead</b>	<b>£14,128.09</b>	<b>£27,720.00</b>	<b>-£13,591.91</b>	<b>-49.0%</b>
<b>Asset costs:</b>					
	Street Lighting	£5,466.60	£9,500.00	-£4,033.40	-42.5%
	Stubbs Wood	£7,622.99	£3,000.00	£4,622.99	154.1%
	Highways	£2,495.98	£4,000.00	-£1,504.02	-37.6%
	Grounds' Maintenance	£6,340.46	£13,600.00	-£7,259.54	-53.4%
	Sundridge Village Hall	£7,834.44	£6,250.00	£1,584.44	25.4%
	Sundridge Recreation & Pavilion	£4,989.64	£7,250.00	-£2,260.36	-31.2%
	Ide Hill Car Park & Conveniences	£165.55	£3,500.00	-£3,334.45	-95.3%
	<b>Sub-total - Assets</b>	<b>£34,915.66</b>	<b>£47,100.00</b>	<b>-£12,184.34</b>	<b>-25.9%</b>
<b>Other Costs:</b>					
	Grants	£300.00	£4,750.00	-£4,450.00	-93.7%
	Playground areas		£2,000.00	-£2,000.00	
	Miscellaneous	£59.50	£250.00	-£190.50	
	<b>Sub-total - Other</b>	<b>£359.50</b>	<b>£7,000.00</b>	<b>-£6,640.50</b>	<b>-94.9%</b>
	<b>Total Expenditures</b>	<b>£49,403.25</b>	<b>£81,820.00</b>	<b>-£32,416.75</b>	<b>-39.6%</b>
	<b>Operating Balance (Surplus/Loss)</b>	<b>-£3,724.97</b>	<b>-£10,820.00</b>	<b>£57,738.47</b>	<b>-65.6%</b>
	<b>Total</b>	<b>£0.00</b>			



# Sundridge with Ide Hill Parish Council

## Document Pack Information Sheet –October 15 2018

### Sundridge & Ide Hill Budget for 2017/18

#### Income

Code	Description	Actual	Budget	Actual vs Budget	Recommendations
100	Precept	£31,000.00	£62,000.00	£31,000.00	
101	Grants				
103	Sevenoaks District Council				
104	Evans Cycle	£80.00			
105	Misc	£358.77			
1000	Hall hire	£156.00	£1,000.00		
1001	Puppy school	£587.50	£2,000.00		
1002	Dance School	£1,778.75	£2,500.00		
1006	Recreation Ground	£3,400.00	£3,500.00		
106	VAT	£8,317.26			
	<b>Sub-total</b>	<b>£45,678.28</b>	<b>£71,000.00</b>		
1005					
	<b>Total Income</b>	<b>£45,678.28</b>	<b>£71,000.00</b>		

# Sundridge with Ide Hill Parish Council

## Document Pack Information Sheet –October 15 2018

### Overhead costs

Code	Description	Actual	Budget	Actual vs Budget		Recommendations
<b><u>Clerk &amp; RFO Expenses</u></b>						
400	Clerks & RFO Salary	£6,378.14	£14,500.00	-£8,121.86	-56.01%	
401	Clerk & RFO Tax & NI	£2,215.37	£1,500.00	£715.37	47.69%	
402	Retirement Gratuity		£600.00	-£600.00		
403	Travel Expenses	£817.83	£1,000.00	-£182.17	-18.22%	
	<b>Totals</b>	<b>£9,411.34</b>	<b>£17,600.00</b>	<b>-£8,188.66</b>	<b>-46.53%</b>	
<b><u>Members Expenses</u></b>						
500	Chairmans Allowance		£400.00	-£400.00		
501	Members Allowance		£1,100.00	-£1,100.00	-100.00%	
502	Election Expenses		£500.00	-£500.00		
	<b>Totals</b>	<b>£0.00</b>	<b>£2,000.00</b>	<b>-£2,000.00</b>	<b>-100.00%</b>	
<b><u>Administration Costs</u></b>						
600	Insurance Main Policy	£1,342.00	£1,350.00	-£8.00	-0.59%	
601	Insurance Sundridge Rec		£150.00	-£150.00	-100.00%	
602	Postage & Delivery	£128.64	£150.00	-£21.36	-14.24%	
603	Printing		£50.00	-£50.00	-100.00%	
604	Photocopying	£626.57	£400.00	£226.57	56.64%	
605	Stationary	£80.79	£100.00	-£19.21	-19.21%	
606	Subscriptions	£770.60	£1,100.00	-£329.40	-29.95%	
607	Telephone	£125.94	£250.00	-£124.06	-49.62%	
608	Hire of Village Ide Hill hall		£150.00	-£150.00	-100.00%	
609	Equipment Software	£519.99	£325.00	£194.99	60.00%	
610	Misc Contingency	£148.05	£300.00	-£151.95	-50.65%	
611	Training	£72.00	£170.00	-£98.00	-57.65%	
612	Aviation Group Clerk		£125.00	-£125.00	-100.00%	
613	Village Plans			£0.00		
615	Website Development	£144.72	£1,000.00	-£855.28	-85.53%	
616	Wi Fi	£215.28		£215.28		
	<b>Totals</b>	<b>£4,174.58</b>	<b>£5,620.00</b>	<b>-£1,445.42</b>	<b>-25.72%</b>	
<b><u>Professional Services</u></b>						
6000	Legal		£1,500.00	-£1,500.00	-100.00%	
6001	Payroll and Auditor	£542.17	£1,000.00	-£457.83	-45.78%	
	<b>Totals</b>	<b>£542.17</b>	<b>£2,500.00</b>	<b>-£1,957.83</b>	<b>-78.31%</b>	
<b>TOTAL OVERHEAD COSTS</b>		<b>£14,128.09</b>	<b>£27,720.00</b>			

# Sundridge with Ide Hill Parish Council

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<b><u>Street Lighting</u></b>					
700	Energy Cost	£1,099.94	£5,000.00	£3,900.06	-78.00%
701	Maintenance Cost	£2,275.50	£3,500.00	£1,224.50	-34.99%
702	Repairs	£2,091.16	£1,000.00	£1,091.16	109.12%
	<b>Totals</b>	<b>£5,466.60</b>	<b>£9,500.00</b>	<b>£4,033.40</b>	<b>-42.46%</b>
<b><u>Stubbs Wood</u></b>					
800	Running Cost	£7,622.99	£3,000.00	£4,622.99	154.10%
801	Dog Bin	under Code 2005			
	<b>Totals</b>	<b>£7,622.99</b>	<b>£3,000.00</b>	<b>£4,622.99</b>	<b>154.10%</b>
<b><u>Highways</u></b>					
1000	Bus shelters	£1,650.00	£1,000.00	£650.00	65.00%
1001	Village signs		£1,400.00	£1,400.00	-100.00%
1002	Notice boards	£485.98	£100.00	£385.98	385.98%
1003	Misc Contingency	£360.00	£1,500.00	£1,140.00	-76.00%
	<b>Totals</b>	<b>£2,495.98</b>	<b>£4,000.00</b>	<b>£1,504.02</b>	<b>-37.60%</b>
<b><u>Grounds' Maintenance</u></b>					
2000	Grass cutting - Sundridge	under code 7002			
2001	Grass cutting - Ide Hill	£5,378.66	£9,300.00	£3,921.34	-42.16%
2002	Tree Work		£1,000.00	£1,000.00	-100.00%
2003	Hedges	£96.00	£550.00	£454.00	-82.55%
2004	Contingency		£1,000.00	£1,000.00	-100.00%
2005	Dog bins	£865.80	£1,750.00	£884.20	-50.53%
	<b>Totals</b>	<b>£6,340.46</b>	<b>£13,600.00</b>	<b>£7,259.54</b>	<b>-53.38%</b>
<b><u>Sundridge Village Hall</u></b>					
3000	Cleaning	£660.00	£2,000.00	£1,340.00	-67.00%
3001	Maintenance	£1,477.42	£3,200.00	£1,722.58	-53.83%
3002	Energy	£4,352.55	£250.00	£4,102.55	1641.02%
3003	Water	£702.16	£300.00	£402.16	134.05%
3004	Insurance	£711.50	£500.00	£211.50	42.30%
	<b>Totals</b>	<b>£7,903.63</b>	<b>£6,250.00</b>	<b>£1,653.63</b>	<b>26.46%</b>
<b><u>Sundridge Recreation &amp; Pavilion</u></b>					
7000	Cleaning		£700.00	£700.00	-100.00%
7001	Pavilion Maintenance	£354.00	£2,000.00	£1,646.00	-82.30%
7002	Ground Maintenance	£2,864.44	£3,000.00	£135.56	-4.52%
7003	Energy	£25.16	£250.00	£224.84	-89.94%
7004	Water	£1,519.67	£300.00	£1,219.67	406.56%
7005	Insurance		£500.00	£500.00	-100.00%
7006	Miscellaneous	£226.37	£500.00	£273.63	-54.73%
	<b>Totals</b>	<b>£4,989.64</b>	<b>£7,250.00</b>	<b>£2,260.36</b>	<b>-31.18%</b>
<b><u>Ide Hill Car Park &amp; Conveniences</u></b>					
5000	Ide Hill car Park		£250.00	£250.00	-100.00%
5001	Ide Hill Conveniences	£121.55	£3,000.00	£2,878.45	-95.95%
5002	Contingency	£44.00	£250.00	£206.00	-82.40%
	<b>Totals</b>	<b>£165.55</b>	<b>£3,500.00</b>	<b>£3,334.45</b>	<b>-95.27%</b>
<b>TOTAL ASSET COSTS</b>		<b>£34,984.85</b>	<b>£47,100.00</b>	<b>£12,115.15</b>	<b>-25.72%</b>
<b>Total Overhead</b>		<b>£49,112.94</b>	<b>£74,820.00</b>	<b>£25,707.06</b>	<b>-34.4%</b>
	Aprils payment inc £35.88 Wifi				
	May's payments inc £35.88 Wifi				
	June Payments inc £35.88 Wifi				
	July Payments inc £35.88 Wifi				
	August payments inc £35.88 Wifi				
	September Payments inc Wifi				

# Sundridge with Ide Hill Parish Council

## Document Pack Information Sheet –October 15 2018

### Sundridge & Ide Hill Budget for 2017/18

#### Other costs

Code	Description	Actual	Budget	Actual vs Budget	Recommendations
<b>Grants</b>					
900	Annual grants	£300.00	£3,500.00	£3,200.00 -91.4%	
901	Church grant		£250.00	£250.00 -100.0%	
902	Miscellaneous Grant		£1,000.00	£1,000.00 -100.0%	
	<b>Totals</b>	<b>£300.00</b>	<b>£4,750.00</b>	<b>£4,450.00 -93.7%</b>	
<b>Play Areas</b>					
4,000	Playground, incl, maintenance & inspection		£2,000.00	£2,000.00 -100.0%	
4,001	Dog Bins			£0.00	
	<b>Total</b>	<b>£0.00</b>		<b>£0.00</b>	
<b>Miscellaneous</b>					
614	Christmas festivities	£26.50	£250.00	£223.50 -89.4%	
615	APM	£33.00		-£33.00	
	<b>Total</b>	<b>£59.50</b>		<b>-£59.50</b>	
<b>Total Other Costs</b>		<b>£359.50</b>	<b>£4,750.00</b>	<b>£4,390.50 -92.4%</b>	

# Sundridge with Ide Hill Parish Council

Document Pack Information Sheet –October 15 2018

## AGENDA ITEM 7.4.1

### CLT

From: "john.evans" <john.evans@sundridgewithidehill-pc.gov.uk>  
Sent: Sunday, 14 October, 2018 10:01  
To: clerk@sundridgewithidehill-pc.gov.uk  
Subject: Re: Full Council Meeting - Monday 15 October 2018

Pre-app in to SDC last week . We have recently had site visits with Historic England and Rivers Trust . Next Thursday , the EA.re flooding .

Public meeting November 25th . Open afternoon Sunday followed by 6 pm meeting . Flyers to whole village backed up with signs and signs and adverts to Ide Hill.

John

## AGENDA ITEM 7.4.2

### Local organisations unite to fight DPD depot

Organisations from both sides of the Kent-Surrey border have come together to oppose the building of a distribution centre for DPD, the parcel delivery company, on the site of the old Moorhouse Tileworks. Covering an area equivalent to 4 Olympic size swimming pools, and 11 m high, this huge building is proposed for our Green Belt and our precious Surrey Hills Area of Outstanding Natural Beauty between Oxted and Westerham.

Although situated in Surrey, the extra traffic it generates is – more than 2,000 journeys a day by HGVs and delivery vans on our already overcrowded roads – will affect roads and create traffic chaos in both Kent and Surrey. And we know the numbers will only grow.

‘That’s why organisations on both sides of the border have come together to oppose this proposal’ said *(Person)* of *(Organisation)*. ‘We have already enlisted the support of our MPs, Sam Gyimah and Sir Michael Fallon, and are working together to object in the strongest possible terms to this application on which Tandridge District Council will make a decision before the end of this year.

Working together are, Save Oxted Roads and Environment (SORE), Oxted and Limpsfield Residents’ Group, Westerham Residents Association, Westerham Town Partnership and Westerham Town Council.

‘And we know other groups and Councils are as concerned as we are’ added *(Person)*. We want as many people as possible to register their objections at [comaps@tandridge.gov.uk](mailto:comaps@tandridge.gov.uk) by the end of this month. And if you’d like more detail, then any of the organisations will be pleased to help.

10 October 2018

# Sundridge with Ide Hill Parish Council

Document Pack Information Sheet –October 15 2018

## AGENDA ITEM 8.1.1

Correspondence 18 09 17 to 18 10 14

1. KALC - FW: Community Policing Volunteer (CPV) New role
2. Sevenoaks Joint Transportation Board - 11 September 2018 – Minutes
3. Sevenoaks District Council: Economic Development Strategy awaiting comments
4. Housing & Health Advisory Committee - 18 September 2018 – Minutes
5. Sevenoaks District Council: Council and power company join forces for town centre roadworks
6. SDC Community Infrastructure Levy (CIL) Spending Board - Invitation to Bid
7. Sevenoaks District Council: Grab your community grant of up to £5,000
8. Parish Seminar - Monday 5th November (SE/TW/DA/GR) – sent to all Cllrs
9. KALC Community Awards Scheme 2019
10. Nominations for Sevenoaks District Council Voluntary & Community 'Making it Happen' Awards 2019
11. Sevenoaks District Council: Going 'fourth' with the return of the Community and Voluntary Awards
12. KALC - Kent Police Rural Liaison team - latest report
13. SDC - You, Me & Dementia Theatre production
14. Sevenoaks District Council: Council takes public health work to world stage
15. Sevenoaks District Council: Council drops Swanley centre appeal
16. KALC - KCC Public Health media release: Stoptober
17. Rural Kent - Learning from Wickham CLT Event
18. Sevenoaks District Council: Parking charges frozen again
19. NEL - Improved Access to Local GP services
20. SDC - [09 \(2018/19\) - Business Rates Retention Pilot 2019-20](#)
21. Development Control Committee - 27 September 2018 – Minutes
22. KALC – Safeguarding Adults Awareness Week (Oct 8-12)
23. SDC - FW: Battle's Over - World War One 100th Anniversary Beacons of Light 11 November 2018
24. KALC - KCC Public Health Media release: Don't put off the flu vaccination – it's free because you need it
25. Message from Kent Police
26. KALC - Regional CSSC Green Message - South East Newsletter
27. Policy & Performance Advisory Committee – 20 September 2018 – Minutes
28. SDC - [Planning Advisory Committee - 2 October 2018 - Minutes](#)  
[Direct & Trading Advisory Committee - 9 October 2018 - Minutes](#)
29. Economic & Community Development Advisory Committee - 25 September 2018 – Minutes
30. Cabinet - 11 October 2018 – Minutes
31. Event Announcement: Effective Higher Level Planning For Local Councils - A Pilot, 03 December 2018

# Sundridge with Ide Hill Parish Council

Document Pack Information Sheet –October 15 2018

## AGENDA ITEM 8.1.2

Hi John.

After some weeks I have now received this letter/email from KCC. I also got a reply from the Director of Education at the Diocesan Office saying he felt the School was doing all it could....

The KCC letter seems to suggest all the issues are now resolved and that some Residents are adding to the problem by parking on the roundabout.

I think people should be aware that the cars are now parking way past Derry's most mornings where the road narrows considerably.

There were also several cars on the roundabout today parked very close to the junctions and so it hasn't ceased by any means....

Are Residents with their long drives happy for Staff parking on them to be a long term solution?

Where are we going on the use of the Glebe Field with providing "Grasscrete" blocks etc? The mud on the Glebe Field is starting to appear with the recent wet weather. The Church Reps seem very unhappy about using the Glebe Field for any regular parking as is their Consultant at Savills.

Will the Teachers be happy to continue to park some way away from the School and carry all their marking books etc for the long term and when the clocks change?

Neil Arnott has mentioned today about unhelpful Parents parking on the Glebe Field and Avis Simons had a nasty conversation with a Parent this week who had decided she could park on the Glebe Field as her child attended the School...

It is now becoming very muddy as it does at this time of the year.

We need a meeting with the School and I do wish the Parish Council would start to take more of an interest in the whole issue of the size of the School and it's impact on the Village.

Remember we have lost the Village bus at School dropping off times and the Green has been badly cut back by Parent's cars.

I fear that unless the pressure is kept up on the School we will see no real changes.

Anyway this is only my personal view and over to everyone else to decide what they individually want to do now.

On the fencing Application this has been withdrawn but the School intend to make a new Application at some point. I have now had a letter from the KCC Planner saying she never suggested 1.8 metres high but had said 1.5 metres may be acceptable so some mis-information from the School on this.

Regards.

Peter Wade.

# Sundridge with Ide Hill Parish Council

## Document Pack Information Sheet –October 15 2018



Mr Peter Wade  
[wadepeter93@gmail.com](mailto:wadepeter93@gmail.com)

Children Young People &  
Education  
Worrall House  
30 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent ME19 4AE

Direct Dial:

E-mail [ian.watts@kent.gov.uk](mailto:ian.watts@kent.gov.uk)

Ask For: Ian Watts

Date: 8<sup>th</sup> October 2018

Dear Mr Wade

Thank you for your email to Matt Dunkley on 18<sup>th</sup> September, highlighting your concerns over the parking situation and proposed fencing at Ide Hill Primary School. Firstly, can I apologise for the delay in responding.

Matt has asked me to respond on behalf of KCC. I am the Area Education Officer for North Kent and I support schools across the districts of Dartford, Gravesham and Sevenoaks.

I recently visited the school at 8.30 one morning and I have to say that, following measures that have been recently implemented by the school, the traffic was flowing and there was no significant hold up at any point. I arrived in Ide Hill at 8.25 and continued to drive back and forth passed the school and around the village green until 8.45 and throughout that time, there was no significant congestion. Some level of traffic congestion will always occur around schools and particularly village schools, where opportunities to install formal parking or drop off areas are limited. However, I have to say the Ide Hill situation appeared to be better than some others I have seen in my area.

During my visit I met with Governors and Mrs Hillman to discuss the issues of both traffic and the proposed school fence.

It is clear that the school are taking residents' concerns into consideration and have worked with many of those residents to ensure staff vehicles are removed from the roads by parking on driveways. I think the offer of spaces is a lovely gesture by those households and it is very much appreciated.

In addition, the school have looked at other initiatives such as walking buses, staggering start and finish times through the introduction of breakfast and after school clubs, notes to parents to remember to drive/park considerately and working with the Parish Council to request support. I hasten to add such support was not forthcoming, which I think is very unfortunate given that agreement from the Parish would have possibly enabled highways to review the situation and support the school with extra signage and possibly speed restrictions in the area.

I also note that the more troublesome parking issues may actually arise from residents in some cases, due to parking on or adjacent to the village roundabout.



## Sundridge with Ide Hill Parish Council

### Document Pack Information Sheet –October 15 2018

I am sure you can appreciate KCC cannot directly influence the actions of parents/carers when they are not on a school site, but I genuinely do feel the school have made and continue to make efforts to address the traffic issue in the village.

In respect of pupil numbers, Ide Hill is a Voluntary Aided school and therefore is its' own admissions authority. There has been no direction from KCC for the school to increase pupil numbers, but I acknowledge the Published Admission Number (PAN) has increased in recent years in response to demand from in and around the local area. It is fair to say that rural schools also need to have focus on their own financial viability and small schools in particular are extremely vulnerable in the current financial climate.

I have discussed the issue of the schools PAN with Governors and Mrs Hillman and can assure you that KCC have no plans to ask the school to increase beyond 22. I have also highlighted to the school that there can be flexibility should they determine that it is appropriate to adjust the PAN downwards at any point. However, as I say that is ultimately a decision for the school rather than the Local Authority.

I should also point out that when the current building work is finished at the school, it will in fact increase the available play areas for children once the old mobile classroom is removed from site.

I disagree with your comments concerning OFSTED and the safeguarding of premises. There have been several incidents across the country where the overall OFSTED judgement has been directly affected by the safeguarding of the school site. One school in Cumbria was placed in Special Measures due to concerns over the site's safety. I personally have had to liaise with OFSTED inspectors during recent inspections of schools in North Kent, to provide assurances that identified site deficiencies would be rectified to ensure the judgement was not affected.

Therefore, I feel it is absolutely essential for all schools to be mindful of the safety of their site.

I understand the application for new fencing that you refer to in your email was withdrawn whilst the school considers all available options. I have provided advice on how the school can ensure appropriate professionals are consulted so that only essential works are undertaken.

As John Constanti has already said, should a revised application be submitted, it will of course be subject to a statutory consultation and so all residents can comment through the appropriate channels.

I can assure you KCC and schools in Kent all want to work with their local communities and in this instance, I believe residents have been listened to and Ide Hill Primary school continues to look to address the concerns raised, within the powers available to them.

Yours sincerely



Ian Watts  
Area Education Officer for North Kent

## Sundridge with Ide Hill Parish Council

Document Pack Information Sheet –October 15 2018

### AGENDA ITEM 8.1.3

Sent: Monday, 17 September, 2018 18:20

To: licencing@sevenoaks.gov.uk

Cc: clerk@sundridgewithidehill-pc.gov.uk

Subject: Closure of public Highway Sunday 16th September 2018

Dear Sir,

As per my telephone conversation with your department this morning. Please find below my complaint regarding a road closure which happened yesterday.

The road was closed by the residents of White horse Lane (they seem to call it Bayleys Hill) just out side Sevenoaks between Gracious Lane End and the top of Bayleys Hill. I am afraid I do not know who contacted your office to get permission for the closure (if at all), although they said they did have authority to do this however when you looked this morning you said you could find NO closures for yesterday in our area. Most of the action seemed to be happening outside the properties of Crispins, Pitfield, Malmsmead, Eagles Nest, if that helps.

The residents said it was for a 'street party' I informed them I had heard of no national street parties (i.e. Royal weddings etc...) so how could they shut a public road just for a glorified Garden party. I had already gone around the long way home because the road was barricaded twice at lunch time and when I went back at 6.15pm to feed my live stock it was still closed. Do you not check on reasons before you give out licences?. If you had gone to this road you would see that ALL the properties along the road are **huge** with vast grounds that could *easily* accommodate the residents if they wanted a get together to 'bond' with each other. Having a garden party instead of inconveniencing and alienating the rest of the community and goodness knows how many other visitors to the area on a Sunday, who may not have known where to go due to no diversion signs. I also saw no notice of intended road closure for Sunday. Why is it ok for these people to have a party on a public highway? Instead of in their private homes?, surely it would be better to sit on a nice lawn than a public road?. The rather tipsy lady I asked about it just kept saying they had permission, no apology or explanation, any proceeds were not even going to a charity which would have made it a bit more understandable to the general public.

A neighbour of mine was also intimidated as she was walking her dogs along the road and had to go down this road while the 'Street party' was going on as if she had gone down the long way which is the way the diverted traffic had to go. She would have been walking her dogs on an **extremely dangerous fast** narrow road and she did not wish to do this. This road is dangerous in a car let alone on foot with two dogs. She informed me there were two men who glared at her and would not move their chairs out of her way and she had to squeeze past them. Thankfully they did not say any thing to her. I do not call this very good 'community spirit' just because they were enjoying themselves.

Please can you look in to this matter and may be rethink your licencing laws and do more checks in future.

Many thanks in anticipation.

Yours Faithfully

Mrs Stiles

## Sundridge with Ide Hill Parish Council

Document Pack Information Sheet –October 15 2018

### AGENDA ITEM 8.1.4

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

From: "jaandplevans" <jaandplevans@yahoo.co.uk>

Sent: Friday, 12 October, 2018 18:22

To: clerk@sundridgewithidehill-pc.gov.uk

Subject: Fw: UK Power Networks - Fundraising for Macmillan Cancer Support

Amanda . I would suggest to the full council that we send a congratulation email to them at Sundridge for this great effort . Perhaps you can ask PC on Monday?

Regards John

----- Original message -----

From: Robert Piper <robertpiper3@hotmail.com>

Date: 12/10/2018 17:57 (GMT+00:00)

To: Amanda Barlow <pc.swih@hotmail.com>

Cc: jaandplevans@yahoo.co.uk

Subject: Fw: UK Power Networks - Fundraising for Macmillan Cancer Support

FYI--R

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**From:** Seal, Julie <Julie.Seal2@ukpowernetworks.co.uk>

**Sent:** 12 October 2018 09:44

**To:** cllr.piper@sevenoaks.gov.uk

**Subject:** UK Power Networks - Fundraising for Macmillan Cancer Support

Dear Cllr Piper,

UK Power Networks keeps the lights on for more than eight million properties across the East of England, London and the South East. We invest more than £600million a year to upgrade and maintain the underground cables and overhead lines that deliver electricity to the schools, hospitals, homes and businesses that we serve.

Each year we continue to raise money for charities through a variety of fundraising events. Our employees told us through an employee engagement survey that although we provide support to national charities they would like the opportunity to occasionally support charities closer to home. So far this year we have raised over £51,000 across the company for charitable causes.

## Sundridge with Ide Hill Parish Council

Document Pack Information Sheet –October 15 2018

We have recently been raising money for Macmillan Cancer Support and 19 of our office locations including our Sundridge office which is located in your ward took part in the World's Biggest Coffee Morning, raising nearly £3000 for Macmillan Cancer Support.

As a company, UK Power Networks often fundraises for a number of good causes, and through our employee sports grant programme, also award grants to local sports teams, that one of our 6000+ employees plays for or is directly involved in. We also allow our employees to take up to two days of paid volunteering leave per year for charities of their choice.

If you use social media, please consider following our Twitter feeds @UKPowerNetworks and @UKPNnews. I have also included a draft tweet for you/r office in case you might want to tweet this news yourself.

**Congratulations to the local Sundridge @UKPowerNetworks office in my ward for raising nearly £3000 for @macmillancancer #MacmillanCoffeeMorning from their recent fundraising day.**

If you should need anything further, please do not hesitate to contact me.

Kind Regards

Julie Seal  
Community Affairs Officer  
UK Power Networks  
Fore Hamlet  
Ipswich  
IP3 8AA

[julie.seal2@ukpowernetworks.co.uk](mailto:julie.seal2@ukpowernetworks.co.uk)  
Mb: 07840 389335

# Sundridge with Ide Hill Parish Council

Document Pack Information Sheet –October 15 2018

## AGENDA ITEM 8.1.5

----- Original message -----

From: Westerham Town Council <office@westerhamtowncouncil.gov.uk>

Date: 12/10/2018 14:11 (GMT+00:00)

To: john.evans@sundridgewithidehill-pc.gov.uk

Subject: Press release

We thought those of you who joined us last Wednesday would like to know that the first meeting of the 'cross border liaison group' formed to coordinate opposition to the development of a DPD distribution centre at Moorhouse took place this week. We agreed aligned messages we will all use and made plans to encourage as many local organisations and residents as possible to object. The attached Press release has been distributed - please feel free to use it - inserting a name appropriate for your community. Also attached is a 'bullet point' sheet, combining the key messages from Wednesday's presentation with the 'Facts to take away'. which you may find useful.

We will be back in touch when the application for Covers farm restoration is published for consultation - current estimates are that this will be sometime next week.

**Angela Howells, Clerk**

Westerham Town Council

Russell House, Market Square

Westerham. TN16 1RB

01959 562147

**Sundridge with Ide Hill Parish Council**  
**Document Pack Information Sheet –October 15 2018**  
**Local organisations unite to fight DPD depot**

Organisations from both sides of the Kent-Surrey border have come together to oppose the building of a distribution centre for DPD, the parcel delivery company, on the site of the old Moorhouse Tileworks.

Covering an area equivalent to 4 Olympic size swimming pools, and 11 m high, this huge building is proposed for our Green Belt and our precious Surrey Hills Area of Outstanding Natural Beauty between Oxted and Westerham.

Although situated in Surrey, the extra traffic it generates is – more than 2,000 journeys a day by HGVs and delivery vans on our already overcrowded roads – will affect roads and create traffic chaos in both Kent and Surrey. And we know the numbers will only grow.

'That's why organisations on both sides of the border have come together to oppose this proposal' said *(Person)* of *(Organisation)*. 'We have already enlisted the support of our MPs, Sam Gyimah and Sir Michael Fallon, and are working together to object in the strongest possible terms to this application on which Tandridge District Council will make a decision before the end of this year.

Working together are, Save Oxted Roads and Environment (SORE), Oxted and Limpsfield Residents' Group, Westerham Residents Association, Westerham Town Partnership and Westerham Town Council.

'And we know other groups and Councils are as concerned as we are' added *(Person)*. We want as many people as possible to register their objections at [comaps@tandridge.gov.uk](mailto:comaps@tandridge.gov.uk) by the end of this month. And if you'd like more detail, then any of the organisations will be pleased to help.

10 October 2018

# Sundridge with Ide Hill Parish Council

Document Pack Information Sheet –October 15 2018

## Why you should Object to planning application 2018/1792 for a DPD Super Depot at Moorhouse

The key points for objections to the development of DPD distribution centre remain those made to previous objections:

1. The building proposed for DPD's use for a super depot is **exactly the same size** as in previous applications. The claimed reduction in size of the development is purely because the additional buildings include in previous applications have been omitted. Once planning granted on this Depot it will only be a matter of time before an application is submitted for these other buildings.
2. **Our Roads can't cope with the extra traffic this Super Depot would generate. The numbers on which Roxhill have based their traffic movements are HUGELY UNDERESTIMATED.** Our forecasts for future traffic movements remain **2,000 EXTRA LGV & HGV movements a day once the depot is fully operating**. They claim the development will only '*mildly increase traffic through the local road network*', but the figures they have used for parcels handled in a 'typical day', in 'seasonal peaks' and due to 'company growth' are hugely underestimated. We believe their numbers need to be seriously challenged. (see analysis and comments of traffic numbers on next page)
3. Comparison with other DPD sites shows that they have grown after they have opened, and once permission for a depot is given, there is no control over traffic growth. We believe that the capacity that the depot can handle is far greater than what the application is suggesting, we have found interesting information that supports this fact.
4. The site is **within the Green Belt**. Development in the Green Belt must meet the test of 'Exceptional circumstances' Whether exceptional circumstances exist or not is a judgement call by Local Authority which a **Planning Inspector** will review, endorse, modify or reject.  
**The Roxhill case for exceptional circumstances is weak.**
5. Tandridge District Council's proposal to remove the site from the Green Belt in their emerging Local Plan **has not yet been examined and approved by the Planning Inspector** who may not agree this proposal.  
TDC are obliged to **investigate reasonable options** before proposing a change in Green Belt boundaries. Has TDC investigated other options rigorously?
6. The site is within **the Surrey Hills Area of Outstanding Natural Beauty**. AONBs have the highest level of legal protection from development, which was strengthened in the new Planning Policy (NPPF) issued this year.  
Any development must demonstrate that the benefit it brings far outweighs the harm it does. **The DPD proposal is contrary to the Surrey Hills AONB Management Plan** and the AONB Unit objects to it. (more information on this argument in another paragraph)
7. It is a **remote and unsustainable location**. 2 miles along the A25 from Oxted and 1.5 miles from Westerham, there is no public transport option for those working at the site and no nearby facilities. 70% of the jobs created are for delivery drivers who are likely to be recruited from Croydon, East Grinstead, Redhill and Crawley and in the majority of cases will be franchisees.

**Make your objection**, quoting reference 2018/1792 via [comaps@tandridge.gov.uk](mailto:comaps@tandridge.gov.uk),

via email to Lesley Westphal [lwestphal@tandridge.gov.uk](mailto:lwestphal@tandridge.gov.uk), online following this link

<http://tdcws01.tandridge.gov.uk/TDCPlanningComments/PlanningCommentsForm.htm?PlanAppNo=2018%2f1792> , or by

writing to: Tandridge District Council: 8 Station Road East, Oxted RH8 0BT.

**New evidence which reveals the true threat of this application:**



# Sundridge with Ide Hill Parish Council

## Document Pack Information Sheet –October 15 2018

**We believe that the estimated total volume of activity for this site is wholly inaccurate compared to DPDs sites of a similar scale**

- When comparing another recently built DPD site in Glasgow of 6527 sq. metres (70,363 sq.ft), DPD say it can handle 45,000 parcels per day. The Glasgow site is only 16% larger than the application but supposedly can handle 80% more.
- In 2016 DPD claimed that they were opening a site in Dartford that could handle 10,000 parcels a day. It actually handled a maximum of 21,927 parcels.
- They claim on a typical day they will deliver 17,317 parcels using 137 vehicles. Basis for this is no. of parcels delivered on 14 Feb 2017 to postcodes which will be served from Moorhouse. The seasonal peak (leading up to Christmas) they claim will be 25,000 parcels using 178 LGVs. The future expansion has been quoted at 30,000 parcels using 200 LGVs. Most of the statistics within the application are based on 2016 results. DPD expanded by 11% in 2017 and have recently commissioned a sorting plant in Hinckley which will increase their capacity by 60% by 2020, the likely time that Moorhouse would come on stream.
- It is worth comparing Cardiff, Dagenham and Dunstable parcel levels for a comparable period in 2016. We have compared an average week in February for all three sites against the average weekly number of parcels for a 5 week period in November and December 2016. An average increase for all of 102.2%. The seasonal max for Moorhouse on a pro-rata basis should be 35,015 parcels and not 25,000

**The reality of traffic levels with seasonal considerations compared to Roxhill's hugely underestimated claims**

- The estimated number of LGVs for Moorhouse is massively understated from the 'Get-Go'. The developer claims 17,317 parcels will only require 137 vans whereas if you use the company average of 113.6 parcels per van, it actually requires 152 vans.
- Their estimate becomes even worse when you consider the Seasonal level of 25,000 parcels. They say 178 vans, yet at 113.6 ppv, it means they would require 220 LGVs. We estimate that our suggested seasonal max of 35015 parcels would require 308 vans as against their seasonal max of 178 LGVs.
- All of Roxhill statistics are based on what happens during the rush hour periods of 8-9am and 5-6pm. The number of vans quoted is not only inaccurate because of load capacity (113.6 ppv) but also they have not used comparable exit figures to their quoted sites of Cardiff, Dagenham and Dunstable. In the morning rush hour Cardiff experiences 65.4% of all LGVs leaving on their delivery rounds. Our own analysis for Stoke for the 2016 application showed 60% exited during the morning rush hour.
- Roxhill have shown a combined table for their three sites which shows 57.1% of vehicles leaving during the morning rush hour. Yet for the Moorhouse application they use a morning rush level of 38.7%.
- In 2023 using their growth figure of 20% (very conservative given DPD's expansion of 11% in 2017 and 25% a year between 2011-2016) the handling capacity could be 42,000 parcels which would mean 370 LGV's arriving at the site every morning and then returning in the afternoon. **All traffic movements HGV's, LGV's and employee cars combined would add up to 2,000 traffic movements a day!**
- Can the Moorhouse site handle 42,000 parcels or more. It has the internal capacity - an additional conveyor or increased working time would allow that. Why would a business construct a building that was at full capacity from day 1?

**This application breaches Tandridge District Council's own planning policy and The National Planning Policy Framework [NPPF] in the protection of the Green Belt**

- **The District's own Core Strategy** in policy CSP 20 follows this theme very appropriately saying, "the first principle to be followed is to conserve and enhance the special landscape character, heritage, distinctiveness and sense of place of the locality." Policy CSP 21 follows and deals with Landscape and Countryside saying that the character and distinctiveness of the District's landscape and countryside should be protected for its own sake. This is backed up by the Surrey Hills Management Plan which in policies LU1, LU2 and LU3 seeks to protect the amenity, landscape and scenic beauty of the AONB, and secure high quality design of new buildings.

**The National Planning Policy Framework [NPPF]** which was issued in a revised form in July this year, is the Government's planning guidance for all Local Planning Authorities. It is quite clear in relation to proposed development in an AONB. At paragraph 172 it states, "great weight should be given to preserving and enhancing landscape and scenic beauty in .... Areas of Outstanding Natural Beauty which have the highest status of protection