



CHEVENING PARISH COUNCIL

**Minutes of the Annual Council Meeting of Chevening Parish Council, held at 7.30pm
on Monday 14th May 2018 at the Recreation Ground Pavilion, Chevening Road, Chipstead TN13 2SA**

Present:	Mr A Clark	Chairman
	Mr J Branton	Vice Chairman
	Ms R Burgess	Councillor
	Mr N Clark	Councillor
	Mr A de Turberville	Councillor
	Mr H Dilley	Councillor
	Mr J Eastwood	Councillor
	Mrs B Ide	Councillor
	Mrs L Weavers	Councillor
In Attendance:	Mrs J Hayton	Clerk
	Members of the Public	15
	Mr J London	Sevenoaks District Council

62. Election of Chairman Cllr A Clark was unanimously re-elected as Chairman

63. Election of Vice Chairman Cllr J Branton was unanimously re-elected as Vice-Chairman

64. Appointment of Responsible Financial Officer The Clerk was unanimously re-elected as RFO

65. Election of Working Parties, Representatives and Other Posts Resolved as per Appendix 1

66. Apologies and Absences – there were no apologies for absence

67. Declarations of interest or lobbying – Cllr de Turberville excluded himself from the debate and vote on the planning application at 41 Westerham Rd. The Chairman excluded himself from the vote on the proposed donation to the Dragon Boat Festival

68. Minutes of Previous Meeting – the minutes of the meeting on 9/04/17 were resolved and signed by the Chairman

69. Questions from the Public – a number of members of the public attended for item 72 and comments are captured there.

Additional questions from the public were concerning the 20mph limit. A request was made for roundels in the road – Cllr London believes KCC no longer put roundels on the road but Clerk to contact KCC again to chase

The other issue arising at the meeting and raised in the questionnaire and at the Annual Assembly is that of the speed limit at Chevening Cross Roads which also prevents extending the 20 mph to the school.

Chevening Estate were going to try and introduce a speed restriction as part of their landscape enhancement scheme. Clerk will confirm with Chevening Estates as to whether there was a legal reason for KCC to refuse such a scheme

70. Open Spaces

a) Open Space Inspection

Cllr Dilley raised the issue of Sailing Club Road. There are two current problems which are separate but linked

- The Sailing Club have put down hardstanding on the PC land to extend their car parking. This was an area which had previously been grass but was disturbed by the laying of the new water main to the

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Cheshire Home. Cllr Dilley is continuing discussions with the Sailing Club on removing the hardstanding from PC land

- The quality of the workmanship of the Contractors who laid the water main to the Cheshire Home. The Council land was promised to be put back as it was – turf was promised, subsequently grass seed. Nothing has been forthcoming and the ground has also sunk badly where the Parish Council previously paid for hardstanding for cars. Cllr e Turbeville to contact the Cheshire Home

Cllr Eastwood raised the subject of benches on Bessels Green. The two facing the A25 are quite old and only used by anyone waiting for an infrequent bus. There was support at the Annual Assembly for benches which would be more used facing the Green rather than facing the road.

- b) **Playground Inspection** Nothing to report. The playground continues to be very popular and well used
- c) **Churchyard gate** – The Council resolved the payment of £330 to repair the broken gate in the Churchyard (pressure wash the gate, replace 2 posts and 3 wooden slats)
- d) **Darent Close** – The Council resolved the request from a resident to allow them to plant screening bushes on PC land in Sailing Club Road subject to:-
 - The plants are a donation and are therefore the property of the Parish Council to maintain as we see fit
 - The planting does not obstruct the road or the hardstanding for cars in Sailing Club Road
- e) **Trees** The Clerk had obtained an initial quote of £3744 to do all tree work required over next two years (including resistograph test carried out to assess decay on Ash tree on Chipstead Rec). The Council resolved that this was a very reasonable price and to proceed at that price.

71. GDPR – The Privacy Policy and Document Retention Policy were resolved and will be posted on the website prior to 25th May. Cllr Burgess gave a ½ hour presentation to the Council on the key points concerning GDPR and what everyone needs to do (& not do)

72. Chipstead Common Playground. The Chairman restricted questions to those which had not been asked before. A member of the Parish whether given that Barnfield Road resident believe they will lose value on their properties if the Playground goes ahead and would look to enforce covenants whether that was a good use of the Council's money. A member of the public also stated there was adequate play space with the provision of Riverhead Parkland without introducing "artificial" play equipment. A member of the public asked for the details of the person who had requested the Council to look at installing a playground. This would be a clear breach of Data Protection and the Chairman refused that demand.

The Council then debated the proposal to put play equipment on Chipstead Common. It was felt that as we had only had survey responses from 3% of the Parish it was not an obvious mandate to proceed either way. The Covenants on the land are not a planning consideration and there was doubt whether the proposal was against covenants as it doesn't obstruct views. There have been some very sensible and measured responses to the proposal (including one received as part of the Parish survey) and these have been carefully considered by the Council prior to the meeting. Chipstead Common would seem to be (from responses) the most sensible place to put a playground had there been sufficient support from the community to do so. The Council unanimously resolved not to pursue a playground on the Common at this time

Cllr Eastwood commented that it was disappointing that so many people vigorously protested over the siting of a playground, yet no-one objected to any of the Planning applications in Witches Lane – including building 3 houses where there is currently one.

73. Speedwatch Equipment. The Council resolved to purchase new speedwatch equipment (£1800 plus VAT) on the understanding the equipment will not need replacing for at least 4 years and to carry out the Annual recalibration as "business as usual".

74. Streetlighting electricity prices It was resolved to fix these with SSE for 5 years

75. Annual Audit Statements

- a) **The Annual Governance Statement 2017/8** was resolved and signed by the Chairman and the Clerk
- b) **The Accounting Statements for 2017/8** was resolved and signed by the Chairman and the RFO

76. The Clerk's salary for 2018/9 had been reviewed by the Council prior to the meeting and the Chairman confirmed he had written to the clerk to that effect

77. Correspondence Received and General Issues

- a) **Review of Annual Assembly & findings from Questionnaires.**
The Council was pleased to see strong support for renovating the War Memorial. Cllr de Turbeville will progress with getting the required work done subject to a guarantee of workmanship from the Company concerned
Cllr Weavers raised some issues with the venue, specifically the sound system – everyone should use the microphones but the quality of the system is not adequate. Clerk to write to PCC thanking them but asking if anything could be done to improve it before next year
Cllr Weavers also requested the Chairman introduce each member of the Council at the Assembly (and give apologies for absence for those who were not there)
- b) **Dragon Boat Festival** –the Council resolved to make a payment to St John’s Ambulance to cover the First Aid costs of the Dragon Boat Festival
- c) **Request from Maureen Harrington** The Council resolved that Mrs Harrington could be buried in the same plot as Michael, but not to have a separate one. Vote was 8/1 with Cllr Weavers against the resolution.
- d) **Membership of KALC** –the Council could not perceive the benefit of rejoining KALC and unanimously resolved not to do so

78. General Information and proposals for Future Agenda Items

- a) **Request for a bus shelter in Chipstead Lane** A parishioner is raising a petition to install a bus shelter in Chipstead Lane. KCC offer grants of up to £2000 and KCC Cllr Nick Chard has offered his support. The deadline to apply is 12th July. The Council resolved in principle to progress this with KCC. Cllr Ide requested that if KCC were coming to view potential locations could the bus stop opposite Rivermere also be considered for a shelter. Clerk to organise with KCC

79. Finance

- a) Income Received and Cheques Payable –the payments for May were approved and payments and receipts for April reviewed
- b) The Insurance Renewal (3 year fixed) for payment 11th June was resolved and paid in the May invoices
- c) The direct debit mandate for the Information Commission was signed and Cllr Burgess requested that we hold the instruction until she did further investigation as to whether we need to be members or not

80. Planning Applications

- a) Applications Granted or Refused, and Notices received were reviewed
- b) Appeals and Applications for Consideration by the Council – Responses agreed

The meeting closed at 9.50 pm

Appendix 1

Election of Working Parties, Representatives and Other Posts

List Of Offices and Working Parties etc

Position

Chairman

Vice Chairman

Finance Working Party

Pavilion Committee

Chevening News Reports

Open Spaces Special Interests

Chipstead Common

Chesterfield Drive

Chipstead Green

Land South of Lake

Recreation Ground

Bullfinch Close

Bessels Green

Burial Ground

Churchyard

War Memorial

J5Slips CPC Observers

Fort Halstead Working Group

Grievance Committee

Appeals Committee

Ground Maintenance

Web Site Maintenance

Other Reps Appointed by Chevening Parish Council

Lucy Stanhope Charity Reps

Footpaths

14/05/2018

**Incumbents
from May 2018**

AC

JB

JE(Ch) AC BI NC

AC(Ch) RB BI

JB

NC

JE

RB

HD

AC

JB

BI

HD

AdeT

AdeT

HD + BI

HD + RB

HD LW JE

AC BI RB

AdeT JH

JH

Annie Brook

Alec Elmer

Graham Birch

Signed

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Payments for May agreed at the meeting

			Santander Payments		
298	MDH Horticultural Contractors	Monthly Open Spaces Maintenance	£1,170.37	234.07	£1,404.44
299	HMRC	Tax & NI	£85.38		£85.38
300	J Hayton	Salary	£1,042.12		£1,042.12
301	MDH Horticultural Contractors	Monthly Gang Mowing	£240.33	£48.07	£288.40
302	J Hayton	Expenses	£123.80	£21.56	£145.36
303	Came & Co Insurance	Annual Insurance Premium	£2,164.98		£2,164.98
304	EDF Energy	Electricity Bill - Chipstead Common	£102.92		£102.92
305	Andy Clark	Expenses for Annual Assembly	£150.00		£150.00
306	VC Handyman	Repair of Chipstead Recreation Ground Gate	£110.00		£110.00
307	Plumblin Direct	Repair of broken stopcock - Football Hut	£80.00		£80.00
308	Citizens Advice Bureau	Donation	£100.00		£100.00
309	MDH Horticultural Contractors	Agreed additional cuts - Chipstead Rec	£160.00	£32.00	£192.00
310	Chipstead Chapel Charity	Hire of Parish Hall for Assembly	£50.00		£50.00
311	DRM Trees	Cut back Laurel shrub in Chesterfield Drive	£90.00		£90.00
312	Streetlights	Quarterly Maintenance Contract	£612.59	£122.52	£735.11
313	Sevenoaks District Council	Printing of Lucy flyers	£405.50		£405.50
			£6,687.99	£458.22	£7,146.21

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Payments and Receipts for April

Opening Balance			£31,467.62
12/04/2018	CHEQUE PAID IN AT SEVENOAKS HS	£75.00	
23/04/2018	INTEREST PAID AFTER TAX 0.00 DEDUCTED	£2.59	
27/04/2018	BANK GIRO CREDIT REF HMRC VTR, XWV126000106443	£345.00	
06/04/2018	CHARGES FROM 2018-02-22 TO 2018-03-21		£7.50
10/04/2018	TRANSFER VIA FASTER PAYMENT TO SEVENOAKS DISTRICT COUNCIL REFERENCE 147264		£624.00
10/04/2018	TRANSFER VIA FASTER PAYMENT TO SOUTH EAST WATER REFERENCE 20877438 0		£39.45
10/04/2018	TRANSFER VIA FASTER PAYMENT TO SEVENOAKS DISTRICT COUNCIL REFERENCE 30667350		£350.40
10/04/2018	TRANSFER VIA FASTER PAYMENT TO SEVENOAKS DISTRICT COUNCIL REFERENCE 30571350		£149.22
10/04/2018	TRANSFER VIA FASTER PAYMENT TO BOURNE AMENITY REFERENCE 119		£528.00
10/04/2018	TRANSFER VIA FASTER PAYMENT TO J HAYTON REFERENCE TRANSFER		£74.22
10/04/2018	TRANSFER VIA FASTER PAYMENT TO MDH HORTICULTURAL REFERENCE 1295		£288.40
10/04/2018	TRANSFER VIA FASTER PAYMENT TO J HAYTON REFERENCE TRANSFER		£1,047.88
10/04/2018	TRANSFER VIA FASTER PAYMENT TO HMRC REFERENCE 577PV00161414		£79.62
10/04/2018	TRANSFER VIA FASTER PAYMENT TO MDH HORTICULTURAL REFERENCE 1294		£1,404.44
16/04/2018	DIRECT DEBIT PAYMENT TO E.ON REF 013977153500A, MANDATE NO 0001		£358.62
Closing Balance			£26,938.46

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Planning Applications Agreed at the meeting

KCC/SE/0055/2018	Chevening (St Botolphs School), Chevening Road, Chipstead	Demolition and replacement of existing swimming pool plant room, replacement of existing pool paved surround and existing pool enclosure fence	15/05/2018	No objection	Howard
SE/18/01277/HOUSE	41 Westerham Road Bessels Green TN13 2QB	Demolition of conservatory. Erection of a single storey rear extension	17/05/2018	No objection	John E

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Planning Decisions by SDC

SE/18/00125/FUL	Turvins Farm, Sundridge Road, Dunton Green TN14 6HB	Change of use from Agricultural to B1 light industrial of two redundant farm buildings including alterations to access	Support subject to no road safety issues	John B	Granted
SE/18/00446/FUL	59 High Street, Chipstead, TN13 2RW	Demolition of a garage and construction of a two storey 3 bedroom dwelling with a new access for 59 High Street	Overlooking/loss of privacy, adequacy of parking, design and appearance, effect on street scene and conservation area.	Andy	Refused
SE/18/00675/HOUSE	Auriol House, 52A Westerham Road, Bessels Green, TN13 2PZ	Raising of the roof height including installation of dormers and velux windows to create habitable rooms within the roof space. Erection of a single storey rear extension including installation of two velux windows. New roof over porch	No objection	Howard	Granted
SE/18/00807/HOUSE	Bessels House Bessels Green Road Bessels Green TN13 2PS	Single storey extension to garage to include toilet/washroom, dry storage area, essential repairs to roof and wall , replacement window and new access	No Objection	Barbara	Refused The proposed development which would fail to conserve or enhance the setting of the listed building or adjacent listed wall and would fail to meet the requirements of the NPPF and policy EN4 of the ADMP.
SE/18/00733/LDCEX	20 Sandilands Sevenoaks TN13 2SP	Erection of a single storey side extension	No comment	John B	Granted
SE/18/00166/HOUSE	6 Martins Shaw Chipstead TN13 2SE	Erection of a two storey side extension	We object on the issue of the proximity of the building to the boundary	Robbie	Granted Members were advised that the '1 metre rule' referred to the Supplementary Planning Guidance for Residential Extensions was a guideline to avoid a terracing effect and officers did not consider it applicable in the circumstances of this application.