



## CHEVENING PARISH COUNCIL

**Minutes of the Council Meeting of Chevening Parish Council, held at 7.30pm  
on Monday 9<sup>th</sup> April 2018 at the Recreation Ground Pavilion, Chevening Road, Chipstead TN13 2SA**

|                |                       |                            |
|----------------|-----------------------|----------------------------|
| Present:       | Mr A Clark            | Chairman                   |
|                | Ms R Burgess          | Councillor                 |
|                | Mr N Clark            | Councillor                 |
|                | Mr H Dilley           | Councillor                 |
|                | Mr J Eastwood         | Councillor                 |
|                | Mrs L Weavers         | Councillor                 |
| In Attendance: | Mrs J Hayton          | Clerk                      |
|                | Members of the Public | 8                          |
| Apologies      | Mr J Branton          | Vice Chairman              |
|                | Mr A de Turberville   | Councillor                 |
|                | Mrs B Ide             | Councillor                 |
|                | Mr J London           | Sevenoaks District Council |

**45. Apologies and Absences** - Apologies for absence were received from Cllrs Branton, de Turberville and Ide and Cllr James London from SDC

**46. Declarations of interest or lobbying** – None declared

**47. Minutes of Previous Meeting** - the minutes of the meeting on 12-3-18 were agreed and signed by the Chairman

### **48. Questions from the Public**

- Frogghole Farm – this is covered under item 50f
- Playground on Chipstead Common. The questionnaire to Parishioners did not specifically mention Chipstead Common playground – rather than “another play area”. The Chairman pointed out that other areas were also suggested (by the very Members of the Public represented at the meeting) and therefore it was important not to exclude building a playground on another area. If there was convincing support from the Parish for the playground on the Common it would then be appropriate to canvass the residents of Barnfield Road and the schools but not before. As the residents of Barnfield enjoy all the amenities of the Common without paying for it's upkeep it is also appropriate that they were not given as great consideration as those of Chevening who pay for everything and do not get the same benefit
- The state of Chevening Road potholes. The Council agreed that Chevening Road was in a dreadful state. The Clerk confirmed their was work scheduled for school summer holidays. The Chairman urged all members of the public to report issues with roads to KCC

**49. Update of Footpaths** – Graham Birch provided his annual update to the Council (see appendix A)

### **50. Open Spaces**

- Open Space Inspection**

Signed ..... 14<sup>th</sup> May 2018

- Cllr Dilley raised concerns about the activities of the Sailing Club. They have put hardstanding on Parish council land to enable more car parking. Clerk to write to the Sailing Club to request they remove the hardstanding (and write to the Cheshire Home again concerning the state of Sailing Club Road after the water main was laid)
- Cllr Weavers requested repair of the gate in the Churchyard which has now fallen off and is leaning against the Church wall
- b) **Playground Inspection** Nothing to report
- c) **Requests from Chipstead Football Club** –
  - The Club requested the Council to investigate whether it could add the insurance of the storage containers to the PC Insurance. Unfortunately, our Insurance will only cover items we own or items we have a material interest in so the Council could not take this any further
  - The Council resolved to pay for 6 additional grass cuts at Chipstead Rec during the Football season
- d) **Chipstead Rec** – Following the site meeting between Chair Cllrs Branton & Dilley, the Clerk and the landowner it was agreed that it was not PC land and therefore not the responsibility of the PC to fence.
- e) **Repair of gate at Chipstead Rec** It was resolved to pay £110 to repair the broken gate
- f) **Froghole Farm** – The Council agreed with the Parishioners concerning the state of the site. The Chairman agreed to write to SDC concerning it and SDC’s response so far. The Chairman briefly mentioned the proposed development at Froghole. It was noted that any complaint about the current state of the site should not be seen as a reason to develop it and therefore “improve” it’s appearance

**51. Data Protection** – New regulations coming into force in May 2018

- a) Each Councillor has a new email address with the address @cheveningparishcouncil.gov.uk
- b) Clerk has prepared Document Retention Policy and Data Privacy Notice which will be circulated for comment before the next meeting
- c) Cllr Burgess will provide training on GDPR to all Councillors at the next meeting. Clerk to invite Mick Ryan who also wishes to attend

**52. Annual Assembly**

- a) The Agenda was reviewed and a slot on the Parish Plan and GDPR were added.
- b) It was resolved to pay up to £150 for the cost of refreshments
- c) Cllr Eastwood presented his Financial Report to go to the Annual Assembly. The Chairman thanked him for his hard work

**53. Tree Inspection report** – Clerk to get quotes to carry out all tree work due in the next 2 years

**54. 20mph limit** –Cllr Dilley stated that the 20mph limit may need to be reviewed on the stretch from the pinch point to Witches Lane as it appears very few people comply with the limit at that point and the Council agreed to do so.

**55. Parish Council potentially purchasing land** The Council has been offered land for sale by a Parishioner. It was resolved that the Council may be interested in buying the complete parcel of land but not the piece currently being offered on it’s own

**56. Heathrow Consultations** A Parishioner requesting the Council consider responding to the proposed expansion of Heathrow, the Council felt that the expansion of Gatwick

would be a far greater concern as increased traffic to Heathrow is still very high when passing over the Parish and therefore would not have the same impact as increased traffic to Gatwick

**57. First World War Commemorations & War Memorial** – The costs for refurbishing the War Memorial are around £5,500. The Council look to have a firm proposal by the next meeting so that the renovations can be complete by November

**58. Correspondence Received and General Issues**

- a) **Inconsiderate Parking** – The Council felt that it would have no more impact writing to the In Touch magazine than the Parishioner would themselves
- b) It was resolved to donate £100 to Citizens Advice and letter of thanks received from Sevenoaks Volunteer Transport Group was duly noted

**59. General Information and proposals for Future Agenda Items**

- a) A request for a non resident to buy a burial plot next to her husband has been received for consideration by the Council
- b) The Council resolved the increased pricing for Street lighting at the meeting in February as a maximum the council should pay. We have obtained a deal which is £500 p.a. cheaper and over 5 years with SSE which needs formal resolution
- c) Clerk's salary – Cllr Eastwood wishes to discuss the Clerk's salary

**60. Finance**

- a) **Income Received and Cheques Payable** – to approve the payments for April and the two payments made at end March for Tree Inspection and Chairman's purchase for Annual Assembly and review the Payments and Receipts for March

**61. Planning Applications**

- a) Notices received
- b) Applications Granted or Refused – Circulated for information and Chairman to report

## **Chevening Parish Footpaths – Appendix A**

### **Update on Actions from May 2017**

**SR172** – 200m of this little-used path along the boundary between land owned by Star House and Keepers Lodge is under width and easily rendered inaccessible by vegetation growth. A complaint was lodged last year about its condition.

It is understood from a conversation with the owners of Keepers Cottage that the path was the subject of a formal diversion some years ago. An alternative was established, and signed, alongside the eastern, rather than western, boundary of their property. However, following a single complaint the Inspector from Bristol ruled that the footpath is to remain open so that we now have two parallel paths less than 100m apart.

Given that the original routing for the path was severed by the MOD, when securing Fort Halstead, and is little therefore used, my view is that no further action is required.

**SR105** – 200m of this well-used path, which forms part of the Darent Valley Path, becomes very ‘claggy’ in wet weather where it passes between Windmill Farm and Chipstead Lake. Some improvements have been made with drainage, spreading sawdust and reduction of the thorn bush canopy but a more permanent improvement could be achieved by the introduction of a hard surfacing.

### **Wider issues**

All 30kms of the Parish RoW have been inspected and maintained with particular attention to those most frequently used and forming parts of the Long Distance Paths; North Downs Way, Darent Valley Path and Greensand Way. Maintenance includes light vegetation clearance, way-mark improvements and stile maintenance. Any stiles beyond repair have been reported to KCC who have replaced them with galvanised steel kissing gates.

More strategic improvements have been made, in the company of my neighbour Terry Coode, to cut back brambles and holly in order to reduce the need for repeated trimming. Trees felled by the storms have also been removed, mostly on the exposed Greensand Ridge at Brockhill Wood.

The formal diversion of SR 190 at Shrubs Corner has been successfully implemented. This has taken the public away from the cottage and re-united it with its garden.

The Parish Footpath sign, on the green opposite to the Bricklayers Pub, has been cleaned and re-erected.

A complaint was received regarding litter in the Bike Jump Area adjacent to Cold Arbor Road. Whilst not recorded as a RoW, this is a popular path and a couple of visits with Terry have recovered 9 sacks of drinks bottles and cans which were disposed of at the tip.

*GPBirch 10 April 2018.*

*<grahampbirch@gmail.com>*

Signed ..... 14<sup>th</sup> May 2018

Payments and Receipts for March

| Opening Balance |  | £38,681.04 |
|-----------------|--|------------|
| 06/03/2018      | FASTER PAYMENTS RECEIPT REF.S<br>SHETH PLOT 293 FROM SHETH SC                            | £300.00    |
| 22/03/2018      | INTEREST PAID AFTER TAX 0.00<br>DEDUCTED   | £2.87      |
| 09/03/2018      | CHARGES FROM 2018-01-22 TO 2018-<br>02-21  | £7.50      |
| 13/03/2018      | TRANSFER VIA FASTER PAYMENT<br>TO SEVENOAKS VOLUNTEER<br>TRANSPORT REFERENCE<br>DONATION | £100.00    |
| 13/03/2018      | TRANSFER VIA FASTER PAYMENT<br>TO VC HANDYMAN REFERENCE VC<br>18 2                       | £150.00    |
| 13/03/2018      | TRANSFER VIA FASTER PAYMENT<br>TO VC HANDYMAN REFERENCE VC<br>19 2                       | £60.00     |
| 13/03/2018      | TRANSFER VIA FASTER PAYMENT<br>TO J HAYTON REFERENCE<br>TRANSFER                         | £14.00     |
| 13/03/2018      | TRANSFER VIA FASTER PAYMENT<br>TO MDH HORTICULTURAL<br>REFERENCE TRANSFER                | £288.40    |
| 13/03/2018      | TRANSFER VIA FASTER PAYMENT<br>TO J HAYTON REFERENCE<br>TRANSFER                         | £1,047.68  |
| 13/03/2018      | TRANSFER VIA FASTER PAYMENT<br>TO HMRC REFERENCE<br>577PV00161414                        | £79.62     |
| 13/03/2018      | TRANSFER VIA FASTER PAYMENT<br>TO MDH HORTICULTURAL<br>REFERENCE TRANSFER                | £1,404.44  |
| 13/03/2018      | TRANSFER VIA FASTER PAYMENT<br>TO STREETLIGHTS REFERENCE<br>TRANSFER                     | £195.30    |
| 15/03/2018      | DIRECT DEBIT PAYMENT TO E.ON<br>REF 013977153500A, MANDATE NO<br>0001                    | £323.92    |
| 26/03/2018      | DIRECT DEBIT PAYMENT TO PUBLIC<br>WORKS LOANS REF E07235,<br>MANDATE NO 0002             | £2,549.93  |
| 28/03/2018      | TRANSFER VIA FASTER PAYMENT<br>TO TREECRAFT REFERENCE 10763                              | £1,236.00  |
| 29/03/2018      | TRANSFER VIA FASTER PAYMENT<br>TO A J R CLARK REFERENCE CLIR<br>DALTON                   | £59.50     |
| Closing Balance |  | £31,467.62 |

Signed ..... 14<sup>th</sup> May 2018

Payments to be Ratified at Meeting

| <b>Santander Payments</b> |                            |  |           |         |           |
|---------------------------|----------------------------|--|-----------|---------|-----------|
| 288                       | MDH Horticultural Services | Monthly Open Spaces Maintenance                  | £1,170.37 | 234.07  | £1,404.44 |
| 289                       | HMRC                       | Tax & NI   | £79.62    |         | £79.62    |
| 290                       | J Hayton                   | Salary   | £1,047.88 |         | £1,047.88 |
| 291                       | MDH Horticultural Services | Monthly Gang Mowing                              | £240.33   | £48.07  | £288.40   |
| 292                       | J Hayton                   | Expenses - phone and purchase of 20 mph signs    | £74.22    |         | £74.22    |
| 293                       | Bourne Amenity             | Fertilizer & Herbicide (being reimbursed by CFC) | £440.00   | £88.00  | £528.00   |
| 294                       | Sevenoaks District Council | Rates for Burial Ground Hut                      | £149.22   |         | £149.22   |
| 295                       | Sevenoaks District Council | Rates for Chipstead Common Hut                   | £350.40   |         | £350.40   |
| 296                       | South East Water           | Water Rates Chipstead Common Hut                 | £39.45    |         | £39.45    |
| 297                       | Sevenoaks District Council | Dog Waste Bins                                   | £520.00   | £104.00 | £624.00   |
|                           |                            |  |           |         |           |
|                           |                            |  |           |         |           |
|                           |                            |  |           |         |           |
|                           |                            |  | £4,111.49 | £474.14 | £4,585.63 |

Signed ..... 14<sup>th</sup> May 2018

Decisions at Monday's meeting

|                   |  |  |            |            |   |        |
|-------------------|--|--|------------|------------|---|--------|
| SE/18/00790/HOUSE | 59 High St Chipstead<br>TN13 2RW       | Erection of a single storey extension with rear dormer and paved area                | 31/03/2018 | 16/04/2018 | No objection  | Andy   |
| SE/18/00978/HOUSE | 33 Nursery Place<br>Chipstead TN13 2RH | Conversion of garage into a games room and a new glass link between garage and house | 04/04/2018 | 24/04/2018 | No objection – there is adequate parking despite the loss of the garage | John E |

**SDC Decisions**

|                   |  |   |   |  |         |                |
|-------------------|--|---|---|--|---------|----------------|
| SE/18/00096/FUL   | Morants Court Farm<br>Sundridge Road<br>Dunton Green TN14<br>6HB | Demolition and replacement of Industrial Building                                 | The Council supports the application provided that there is no detrimental affect to the Green Belt or neighbouring properties. We also request that the conditions applied in 2001 are also made if this application is granted. |  | Andy    | <b>Granted</b> |
| SE/18/00055/HOUSE | 22 Woodfields<br>Chipstead TN13 2RA                              | Erection of a single storey side extension  | No objection  |  | Allan   | <b>Granted</b> |
| SE/18/00473/HOUSE | Ireton Packhorse Road<br>Bessels Green TN13<br>2QR               | Large dormer to side elevation to provide wheelchair accessible en-suite bathroom | No objection subject to a condition that the dormer window must be glazed with obscure glass  |  | Barbara | <b>Granted</b> |

Signed ..... 14<sup>th</sup> May 2018