



Chevening Parish Council

Penny Cole - Clerk

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Members of the Council are summoned, and members of the Public are invited to attend an Ordinary meeting of the Parish Council on **Monday, 7th September 2026 at 7.30pm** at the Recreation Ground Pavilion, Chevening Road, Chipstead, TN13 2SA, for the purpose of transacting the following business:

AGENDA

1. **Apologies and Absences** – to receive and accept apologies for absence.
2. **Declarations of interest or lobbying** - members are required to declare any interests or lobbying regarding items on this agenda that have not been notified previously.
3. **Minutes of Previous Meeting** - to agree and sign the minutes of the meeting held on 6th July 2026
4. **Updates from KCC** – Cllr Williams to provide any updates and take questions from Councillors and the Public.
5. **Updates from SDC** - SDC Councillors to provide any updates and take questions from Councillors and the Public.
6. **Questions from the Public** – to receive questions from the public in attendance.
7. **Chipstead Common Shed** – to consider any update.
 - a) **Planning Application** – to consider a draft plan to submit to SDC and any further response from the Planning Department.
 - b) **Men's Shed** – to consider an update from the Men's Shed.
8. **Chipstead Lake Anti-Social Behaviour** - to consider any further update.
 - a) **Fencing** – to consider a quotation to replace the fencing from the Green to the new parking area and to consider a quotation to clear the vegetation.
9. **Noticeboards** – To consider quotations received and finalise the plan on installation of the noticeboards.
10. **Streetlighting**
 - a) **Streetlight outside the Bricklayers Arms** – to consider an update regarding the insurance claim.
 - b) **Streetlight EICR Report** – to consider a quotation from PSR Lighting.

- 11. Open Space Inspection** – to update Councillors on any issues arising since the last meeting.
- a) **Trees** - to consider progress on the works to be carried out and to confirm the further quotation from DRM Trees to remove two dead trees in Sailing Club Road.
 - b) **Sailing Club Road** – to consider any quotes received for the repair of potholes and resurfacing of the road.
 - c) **CCTV** – to consider any update to install cameras in Sailing Club Road and to consider a quotation for signage.
 - d) **Vertidrainage** – to consider a quotation from JGC Sportsturf.
 - e) **Bonfires in the burial ground** – to consider a further complaint from a resident.
 - f) **Tree planting** – to consider a request to plant a tree on behalf of a resident who recently passed away.
- 12. Pavilion** – to consider any update
- a) **Legionella testing** – to note the recent legionella testing results.
 - b) **Safe** – to consider a quotation to purchase a fireproof safe.
 - c) **Emergency Lighting** – to note that the Parish Council have now received the Emergency Lighting certificate following the completion of the works in the Pavilion.
- 13. Correspondence Received and General Information**
- a) **Chevening Park Enhancement Scheme** – to consider a further update since the last meeting.
 - b) **Regulation 19 Consultation** – to consider a response to the Consultation from Sevenoaks District Council.
 - c) **CIL Charging Policy** – to consider a response to the Consultation from Sevenoaks District Council.
- 14. Finance**
- a) **Quarter 1 Outturn** – to consider the management accounts for April – June 2026
 - b) **Income received and cheques payable** – to confirm the payments for August 2026 and to approve the payments for September 2026, and to review the payments and receipts for July and August 2026.
 - c) **Donation** – to consider a request for a donation from West Kent Mediation and the Sevenoaks Rotary Club.
- 15. Planning Applications**
- a) Applications for consideration by the Council.
 - b) To note any applications decided between meetings.
 - c) Applications granted or refused – for review.
 - d) Works to trees.
- 16. Progress Tracker and Items for Future Meetings** – to note the progress tracker of Council decisions and discuss any updates and to agree any future agenda items.
- Council Policies
 - Data Protection Act Training
 - Review of Pavilion bookings and prices.

Pursuant to Standing Order 3 (d) the public will be excluded from the meeting during consideration of agenda item 17, Clerk's salary, due to the confidential nature of the business to be transacted.

- 17. Clerk's Salary** – to note the annual increase of 3.3% as agreed by the Local Government Association with effect from 1st April and to consider a change in the clerk's contracted hours.