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**Minutes of the Council Meeting of Chevening Parish Council, held at 7.30pm  
 on Monday 10<sup>th</sup> June 2019  
 at the Recreation Ground Pavilion, Chevening Road, Chipstead TN13 2SA**

Present:	Mr A Clark	Chairman
	Mr J Branton	Vice-Chairman
	Mr A de Turberville	Councillor
	Mr J Eastwood	Councillor
	Mrs L Weavers	Councillor
	Mr N Williams	Councillor
In Attendance:	Mrs J Hayton	Clerk
	Mr J London	SDC
	Members of the Public	2
Apologies	Ms R Burgess	Councillor
	Mr N Clark	Councillor

**79. Apologies and Absences**

- Apologies were received from Councillor Burgess and Councillor Clark

**80. Declarations of interest or lobbying**

- there were no declarations of interest or lobbying from any Councillors present

**81. Minutes of Previous Meeting**

- the minutes of the meeting on 13-5-19 were formally approved by the Council and signed by the Chairman as a true record

**82. Questions from the Public**

– the 2 members of the public attended to discuss agenda item 90 and therefore their questions are covered under that item

**83. Open Spaces**

**A) Open Space Inspection**

there was nothing to report concerning open spaces other than the items already listed (83 d & e & 84 )

**B) Playground Inspection**

There were no issues with playground

**C) Annual Meeting with MDH**

Cllr de Turberville & the Clerk met with our open spaces providers MDH Councillor Weavers and Councillor Williams have both walked the burial ground and it has been agreed that a list of those graves which we require clearing will be provided to MDH so that the responsibility for clearing graves lies with the Parish Council and not with them. In the past there have been issues raised where MDH have cleared untidy graves and the grave owners have alleged destruction of valuable plants. Councillor London suggested contacting Greatness as their cemetery is kept very tidy and it may be worth looking at their burial ground bylaws as to whether we can put amendments to ours or publish ours to enable our burial ground to be kept more tidy

**D) Planters on Sailing Club Road.**

the Clerk had previously obtained a quote to top up the planters and plant summer bedding it was resolved that the planter be topped up and replanted. The Council will continue to look for a volunteer to do this in the long term

**E) Dog Mess**

it was resolved to buy 2 dog bag containers one for the footpath by the Church (SR and one for Chipstead Recreation Ground to see if this solves the problem of the increasing amount of dog mess people leave

**84. Request for a new Bench on Chipstead Common.**

it was resolved to support the purchase of a new bench on Chipstead Common by the Amherst parents

**85. Insurance**

it was resolved to fix the Parish Council Insurance for 3 years with Zurich for £1,575.08 per annum. The quote includes £5m hirer liability discussed at last meeting

**86. Burial Ground**

- the Clerk presented photographs of the Garden of Remembrance as it currently looks. It was agreed that work needed to be done on the Burial Ground. The plan is to relay stones and pressure wash them, pressure wash the tablets and kerbs and lay a brick pathway to prevent further weeds. The Garden of Remembrance will also be extended down to the canopy of the tree. It was resolved to spend the amount quoted £3500 to get the work done. The Clerk confirmed she had contacted SDC to see if CIL money could be used for this purpose but no response had been received to date.

**87. Highways Improvement Plan**

KCC have invited the Parish Council to complete a Highways Improvement Plan to determine what priorities the Parish Council consider for action by KCC. The Council raised concerns that KCC have planned initiatives (Chevening Crossroads and A21/A25 junction) without consulting locally and therefore potentially not maximising desired impact for the amount they spend. There is a meeting planned with KCC Highways on the 10<sup>th</sup> July and the Council requested it was moved from 12 noon to 9:30 AM. As this meeting is due to take place after the next Parish Council meeting the Clerk will present the Highways Improvement Plan to the next meeting for review and comment prior to the meeting with KCC

**88. Street Lighting**

it was agreed that the streetlights are in urgent need of repainting and those issues raised in the Annual Inspection Report needed quick resolution. The Council resolved that Streetlights (the Maintenance Company) should complete all the actions on the Inspection Report including replacing the 2 columns which they identified are corroded and will need replacement within the next year or so. As they have also provided a quote for painting our streetlights and incorporating that within the Annual Maintenance Contract it was resolved that we should accept that quote and start the painting program as soon as possible. Where the 2 new columns are being replaced (Chesterfield Drive and Bessels Way) it was resolved to put LED lights in there so that we can see the impact of LED's and decide whether we want to expand the LED replacement programme across all the street ights. The Clerk confirmed she had contacted SDC to see if CIL money could be used for this purpose but no response had been received to date.

**89. Posts on Bessels Green**

2/3<sup>rd</sup> of residents who responded gave a positive response – albeit a very small response rate. The Clerk shared the responses both positive and negative with the Council. It was resolved that a parishioner suggestion to have shaped hardwood posts would be a good idea and therefore a quote

to be obtained for that. There is also a requirement for 2 posts to be removable to allow the maintenance team to get on there to cut the grass

## **90. Flood defences**

– Mr Ryan began by explaining the history of the flood defence committee which was created in 2013 when the village almost flooded. A Flood Plan was created which had been shared with SDC and on that 10 to 12 items were identified as critical. Many have now been sorted out but the drains remain a problem as do the flows up the River Darent. The Flood Defence Committee have spent 4 years working with the Environment Agency and the EA are creating a model which will give advice as to how to balance the water levels as they are currently not balanced in all the rivers. Mr Ryan asked the Parish Council to put pressure on the Environment Agency to tell the Flood Defence Committee what needs to be done. There is concern because the bypass channel is never dry but other arms of the rivers dry up. The modelling work has apparently been carried out but no one within the village or the contacts within the Environment Agency are aware of what that modelling work actually says. There are additional concerns that the rivers are not being sufficiently cleared to prevent a flood situation if the water levels rise dramatically. The Environment Agency do clear but not to the extent that they used to and this is creating concerns. Chevening Estate have acknowledged the riparian responsibilities with regards to the river. Councillor Weavers asked whether the PC could create a working party to clear the stretches of river. This was felt to be a good idea but first we would need assurances from the Environment Agency that having a Parish Working Party clear part of the river would not compromise anyone else's responsibility with regard to flood risk. The Flood Defence Committee will create an outline of the issues and what they require from the Environment Agency which they will send to the Chairman who will then contact the EA on behalf of the Council. The Clerk will add the Flood Defence Committee to the list of Working Parties which is reviewed and resolved at the Annual Meeting in May

## **91. Correspondence Received and General Issues**

### **A) Request to CPC and Riverhead PC to support a pedestrian crossing in Witches Lane.**

The Council resolved in principle to support a pedestrian crossing however that would also present issues with regard to parking along Witches Lane at School time as you cannot park in close proximity to a zebra crossing

### **B) Holmesdale Anglers have been concerned with flytipping and damage at the Lake overlooking Chesterfield Drive.**

It is impossible to determine who was responsible for the fly tipping and the damage to the trees Councillor de Turberville also mentioned that he has been asking for the anglers to put an article in the Chevening News so when the Clerk next contacts them to raise that with them as well

### **C) Request for a donation from Citizens Advice Bureau.**

It was resolved to donate £100 to the CAB

## **92. General Information and proposals for Future Agenda Items**

### **A) Commemorations for 75 years since VE Day 8<sup>th</sup> May 2020**

- it has been announced that 8<sup>th</sup> May 2020 will be a Bank Holiday and therefore the Council hopes that KCC will allow road closures to have a street party similar to that in 2018 for the Royal wedding. It was agreed that Chevening Road is the best place for a street party for the whole of the parish and no alternative arrangements will be made either in Bessels Green or in Chesterfield Drive

### **B) Extending the No 8 bus service.**

As Go Coach propose to extend the number 6 bus service in the autumn no further action will be taken until further information from Go Coach has been received

### **C) Footpath Diversion.**

Chevening Estates are proposing to divert footpath SR 171 and the Parish Council will take no further action until Graham Birch has reviewed the proposal. The Clerk confirmed that KCC Footpaths are the only people who can amend Footpaths, this is not something that they can do without consultation or agreement

D) New Councillor.

Councillor Weavers suggested that if there is no one immediately obvious to coopt onto the council we should bide our time as it is important to get the right person in place

**93. Finance**

**A) Income Received and Cheques Payable**

–the payments for June were resolved and signed by Councillors Eastwood and Branton and the Payments and Receipts for May were reviewed

**94. Planning Applications**

**A) Applications Granted or Refused – Appendix 2**

The meeting closed at 9.45 pm

## Payment and Receipts for May

	Opening Balance		£41,547.74
22/05/2019	INTEREST PAID AFTER TAX 0.00 DEDUCTED	£3.37	
23/05/2019	FASTER PAYMENTS RECEIPT REF.NIGEL WILLIAMS FROM WILLIAMS NES & NRJ	£200.00	
23/05/2019	CHEQUE PAID IN AT SEVENOAKS HS	£110.00	
31/05/2019	BANK GIRO CREDIT REF WELH FUNERAL, WELHAM JONES	£350.00	
07/05/2019	CHARGES FROM 2019-03-22 TO 2019-04-21		£7.50
17/05/2019	TRANSFER VIA FASTER PAYMENT TO J HAYTON REFERENCE TRANSFER		£150.16
17/05/2019	TRANSFER VIA FASTER PAYMENT TO OASIS LANDSCAPESS REFERENCE CHEVENING PC		£30.00
17/05/2019	TRANSFER VIA FASTER PAYMENT TO KENT COUNTY PLAYING FIELDS ASSOC REFERENCE CHEVENING PC		£20.00
17/05/2019	TRANSFER VIA FASTER PAYMENT TO UNIPAR SERVICES REFERENCE 25140		£273.60
17/05/2019	TRANSFER VIA FASTER PAYMENT TO JULIA CHAMBERLAIN REFERENCE CHEVENING PC		£160.00
17/05/2019	TRANSFER VIA FASTER PAYMENT TO STREETLIGHTS REFERENCE 10461		£735.11
17/05/2019	TRANSFER VIA FASTER PAYMENT TO VC HANDYMAN REFERENCE VC30 4 19		£60.00
17/05/2019	TRANSFER VIA FASTER PAYMENT TO BOURNE SPORT REFERENCE 740		£564.48
17/05/2019	TRANSFER VIA FASTER PAYMENT TO MDH HORTICULTURAL CONTRACTORS REFERENCE 1660		£288.40
17/05/2019	TRANSFER VIA FASTER PAYMENT TO J HAYTON REFERENCE SALARY		£962.48
17/05/2019	TRANSFER VIA FASTER PAYMENT TO HMRC REFERENCE 577PV00161414		£188.79
17/05/2019	TRANSFER VIA FASTER PAYMENT TO MDH HORTICULTURAL CONTRACTORS REFERENCE 1659		£1,404.44
28/05/2019	DIRECT DEBIT PAYMENT TO SOUTHERN ELECTRIC REF 910036741, MANDATE NO 0005		£445.15
	Closing Balance		£36,921.00

**Payments to be resolved at the meeting**

		Santander Payments			
461	MDH Horticultural Services	Monthly Open Spaces Maintenance	£1,214.84	£242.97	£1,457.81
462	HMRC	Tax & NI	£188.99		£188.99
463	J Hayton	Salary	£962.28		£962.28
464	MDH Horticultural Services	Monthly Gang Mowing	£249.46	£49.89	£299.35
465	J Hayton	Expenses - phone laminator Gift for G Birch	£80.17		£80.17
466	Rialtas Business solutions	Accounting software	£121.00	£24.20	£145.20
467	Zurich Insurance	Annual Insurance Premium	£1,575.08		£1,575.08
468	Sevenoaks District Council	Annual Assembly printing & Chevening News	£299.00		£299.00
469	Sevenoaks District Council	New litter bin	£474.00	£94.80	£568.80
470	Bourne Sport	Vertidrainning	£4,738.70	£947.74	£5,686.44
471	A Clark	Expenses from Annual Assembly	£151.25		£151.25
472	Citizens Advice Bureau	Request for Donation	£100.00		£100.00
			£10,154.77	£1,359.60	£11,514.37

<b>SDC Decision on Previous Planning Applications</b>					
19/00808/HOUSE	Cottleston 7 Springshaw Close Bessels Green KENT TN13 2QE	Side & Rear Extension. New porch.	No objection	Allan	<b>Granted</b>
19/00904/HOUSE	18 Witches Lane Riverhead Kent TN13 2AX	Demolition of rear conservatory. To raise and alter roof in order to facilitate loft conversion with alterations to fenestration. New rooflights, dormers, terrace balcony, porch.	We continue to object on the grounds that the completed works will cause a detrimental effect to the neighbours' property. Loss of privacy and loss of light.	John B	<b>Granted</b>
19/00941/HOUSE	196 Chesterfield Drive Riverhead KENT TN13 2EH	Erection of a two storey front extension and side extension to the first floor.	No objection	John E	<b>Granted</b>
19/00940/TELNOT	Morants Court Morants Court Road Dunton Green KENT TN14 6HD	Telecommunications upgrade	Support - the proposal is to make the most minor adjustment to an already existing structure and to improve mobile telephone reception for all residents	Andy	<b>Granted</b>
19/01134/HOUSE	59 Woodfields Chipstead KENT TN13 2RB	Single storey side extension with oriel windows and rooflights.	No objection providing the Planners are happy with the footprint of the building vis a vis the overall plot size	Nick	<b>Granted</b>