



# Chevening Parish Council

Judith Hayton - Clerk

16 Beaconfields Sevenoaks Kent TN13 2NH

Tel: 07981 759255 E-mail: [clerk@cheveningparishcouncil.gov.uk](mailto:clerk@cheveningparishcouncil.gov.uk)

Minutes of the Ordinary Meeting of the Parish Council held on Monday 11<sup>th</sup> April 2022 at 7.30pm at the Pavilion, Chipstead Recreation Ground Chevening Road Chipstead TN13 2SA.

Present:	Mr N Williams	Chair
	Mr J Branton	Vice-Chair
	Mr A de Turberville	Councillor
	Mr J Eastwood	Councillor
	Mr J Firmager	Councillor
	Mr J Jarrett	Councillor
	Mrs L Weavers	Councillor
	Mrs V Woodruff	Councillor
	Mrs J Hayton	Clerk
	Mr J London	SDC
	Members of the Public	3
Apologies	Mr N Clark	Councillor

## **53 Apologies and Absences**

Cllr Clark sent his apologies to the council

## **54 Declarations of interest or lobbying**

There were no declarations of any interests or lobbying regarding items on this agenda

## **55 Minutes of Previous Meeting**

The minutes of the meeting on 21-3-22 previously agreed by email were formally resolved by the Council and signed by the Chairman as a true record

## **56 Updates from KCC.**

Cllr Chard did not attend the meeting and therefore did not take any questions from the public

## **57 Questions from the Public**

A member of the Public thanked the Council for getting Sailing Club Road removed from the list of free places to park motorhomes. There has only been one incident of parking since the last PC meeting

## **58 Open Spaces**

### **a Open Space Inspection**

There was nothing to report on Open Spaces. Clerk will contact contractors to make sure the grass on the Green is cut prior to the Jubilee weekend

### **b Playground Inspection**

There are no issues with the playground

## **59 Review of Draft Financial Statement for Year to 31/03/2022**

Cllr Eastwood had prepared his Annual Financial Statement. He confirmed that the Council's funds were all held in UK Banks and within the FSCS limits. The Council's finances remain in good shape with planned expenditure this year on Green projects (Solar Panels) and Beautification of the Parish

## **60 Members of the Council agreed the Annual Governance Statement 2021/22**

The Council agreed the Annual Governance Statement and the Chairman and Clerk signed the statement on behalf of the Council

## **61 Members of the Council agreed the Accounting Statements 2021/22**

The Council agreed the Annual Accounting Statements and the Chairman and Clerk signed the statements on behalf of the Council

## **62 Review of Clerks remuneration**

Cllr Eastwood raised the topic of the Clerks remuneration and that a member of the Council had felt that the clerk actually worked more than her allocated hours per week (currently 22). It was resolved by the Council to increase the Clerk's hours to 100 hours per month (25 per week) with immediate effect.

## **63 Beautification of the Parish**

The Clerk advised that the planters being produced by Kevin Tudor will be starting to be ready shortly. She has an outstanding query with Coblands Nurseries as to how much of their bill for compost and plants has been met by SDC's welcome back funding

The Clerk advised that the 15 saplings obtained free from the Woodland Trust will be planted by the Chevening School Year 6's at a date to be arranged. There will be 7 by the storage containers at the Recreation Ground, 3 at the start of Sailing Club Road and 5 on the bend by Two Rivers

The Chairman mentioned getting the blue plaques on Historic Houses in the Parish. Many of the houses will be listed and therefore SDC Planning will need to be consulted to see whether it would be permitted to put plaques on listed buildings (with the owners permission) explaining what the building used to be

Cllr London mentioned that in the High Street there are brass plaques in the pavement outside of significant buildings, although this may be difficult in cobbled pavements.

Otford have a map with their buildings of interest on it in the centre of the village

## **64 Queen's Platinum Jubilee**

Cllr Woodruff updated that there were currently 36 tables sold. The Chairman stressed how important it was that the event went well. There was some debate as to whether a single row of 100 tables would fit between Sailing Club Road and the Recreation Ground. The Clerk had prepared an action plan of what needed to be done and the Clerk, Chairman and Cllr Woodruff will meet to review the actions and ensure there are owners assigned to each one to make sure the event goes smoothly

## **65 Trees on Sailing Club Road**

The Clerk had received a request from the residents of Darent Close to reduce the height of 6 alder trees. A quote of £800 to do the work had been received. The Council resolved to reduce the height of the trees as per the quote received

## **66 Correspondence Received and General Issues**

### **a Request for donation from Victim Support**

The Council resolved to give a donation of £100 to Victim Support

### **b Use of Chipstead Green for Andy Hoggs Leaving Do**

The Council resolved to allow the use of the green on 15<sup>th</sup> May. The Clerk needs to confirm with Andy that he has the relevant insurance and any legal implications of serving alcohol from the vehicle as proposed

### **c Water Meter at the Pavilion.**

One of the Cricketers used to read the water meter at the Pavilion (in the entrance to the car park) on a monthly basis. The Council resolved to return to 6 monthly billing rather than monthly to negate the requirement to read the meter.

## **67 General Information and proposals for Future Agenda Items**

### **a Parish Council Insurance.**

The Council currently has a 3 year deal with Zurich which expires 15th June and costs £1652 p.a. They have quoted renewal (including £15k for solar panels) at £1782 for a 5 year policy. The Clerk and Cllr Eastwood recommend acceptance of 5 year quote at next meeting

## **68 Finance - Income Received and Cheques Payable**

The payments for April were resolved and Payments and Receipts for March reviewed

## **69 Planning Applications**

There were no new applications for consideration by the Council

The Applications Granted or Refused were circulated for information

**The meeting closed at 20.45**

## Payments & Receipts for March

	<b>Opening Balance</b>	<b>£65,015.21</b>
03/03/2022	SONGHURST FROM SMITH CJ	£400.00
14/03/2022	H DILLEY FROM DILLEY R H S	£290.00
18/03/2022	Allotment Rental	£60.00
18/03/2022	CHIPSTEADFC-WORMS FROM CHIP FC	£275.00
04/03/2022	GOCARDLESS REF KENTCABLES-77MEMBH, MANDATE NO 0008	£30.00
08/03/2022	EDF ENERGY REF 673109647889, MANDATE NO 0009	£11.00
13/03/2022	CHARGES FROM 2022-01-22 TO 2022-02-21	£7.50
15/03/2022	OLIVER HOAD REFERENCE 914	£126.16
15/03/2022	KENT SURREY AND SUSSEX AIR AMBULANCE REFERENCE CHEVENING PC	£100.00
15/03/2022	SEVENOAKS DISTRICT COUNCIL REFERENCE 2072142	£862.68
15/03/2022	SEVENOAKS VOLUNTEER TRANSPORT GROUP REFERENCE CHEVENING PC	£100.00
15/03/2022	OASIS LANDSCAPES REFERENCE CHEVENING PC	£100.00
15/03/2022	OASIS LANDSCAPES REFERENCE CHEVENING PC	£21.96
15/03/2022	COMPLETE WEED CONTROL REFERENCE KT15441	£330.00
15/03/2022	CHIPSTEAD CHAPEL CHARITY REFERENCE PARISHCOUNCIL2022	£50.00
15/03/2022	J HAYTON REFERENCE TRANSFER	£158.10
15/03/2022	MDH HORTICULTURAL SERVICES REFERENCE 2464	£301.27
15/03/2022	J HAYTON REFERENCE TRANSFER	£1,043.30
15/03/2022	MDH HORTICULTURAL SERVICES REFERENCE 2463	£1,467.13
15/03/2022	CHIPSTEAD CHAPEL CHARITY REFERENCE PARISHCOUMARCH2022	£50.00
24/03/2022	CHIC EVENT HIRE REFERENCE QU12293	£340.80
24/03/2022	PUBLIC WORKS LOANS REF CHEVENING, MANDATE NO 0006	£2,549.93
25/03/2022	SOUTHERN ELECTRIC REF 910036741, MANDATE NO 0005	£143.27
28/03/2022	VEOLIA ES UK LTD REF 04937801, MANDATE NO 0010	£37.80
29/03/2022	J HAYTON REFERENCE TRANSFER	£171.34
29/03/2022	BSP KNOCKHOLT LTD REFERENCE 138601	£552.00
29/03/2022	CHIC EVENT HIRE REFERENCE QU12293	£60.00
29/03/2022	J HAYTON REFERENCE TRANSFER	£1,827.83
29/03/2022	HMRC REFERENCE 577PV00161414	£387.65
29/03/2022	MDH HORTICULTURAL SERVICES REFERENCE 2479	£780.00
29/03/2022	DRM TREES REFERENCE CPC035	£4,080.00
	<b>Closing Balance</b>	<b>£50,350.49</b>

Payments to be made in April

**Santander Payments**

957	MDH Horticultural Services	Monthly Open Spaces Maintenance	£1,322.61	264.52	£1,587.13
958	HMRC	Tax & NI	£418.88		£418.88
959	J Hayton	Salary	£1,088.76		£1,088.76
960	MDH Horticultural Services	Monthly Gang Mowing	£251.06	£50.21	£301.27
961	J Hayton	Phone sim cards keys yellow line paint	£73.81	£13.40	£87.21
962	Sevenoaks District Council	Football hut rates	£364.27		£364.27
963	Sevenoaks District Council	Burial Ground Hut Rates	£264.47		£264.47

**SDC Decisions on Previous Planning Applications**

21/03750/HOUSE	61 Chevening Road Chipstead KENT TN13 2RZ	First floor rear extension	<p>Object. We believe the first floor extension is too large and would significantly block light to both the kitchen and family room of the next door property. In the past other extensions have been granted but they are smaller and of fairly uniform size to each other. We would also contend that the proposed extension as is, would contravene the 50% rule as found below.</p> <p>Extensions (including any extensions to the original house under Class A or under a separate planning permission) and other buildings must not exceed 50% of the curtilage. The 50% limit covers all buildings so will include existing and proposed outbuildings as well as any existing or proposed new extensions to a house.</p>

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