



Chevening Parish Council

**Minutes of the Annual Meeting of the Parish Council
held on Monday at 7.30pm Monday 13th May 2024
at the Pavilion, Chipstead Recreation Ground Chevening Road Chipstead TN13 2SA.**

Present:	Mr N Williams	Chairman
	Mr J Firmager	Vice Chairman
	Mr A de Turberville	Councillor
	Mr J Eastwood	Councillor
	Mr J Jarrett	Councillor
	Ms J Nielsen	Councillor
	Mrs L Weavers	Councillor
	Mrs V Woodruff	Councillor
	Mrs J Hayton	Clerk
	Cllr M Alger	SDC
	Members of the Public	7
Apologies	Mr J London	Councillor
	Cllr S Robinson	SDC

64 Election of Chairman

Cllr Williams was proposed by Cllr Nielsen, seconded by Cllr de Turberville and unanimously re-elected as Chair

65 Election of Vice Chairman

Cllr Firmager was proposed by Cllr Weavers, seconded by Cllr Nielsen and unanimously elected as Vice Chair

66 Appointment of Responsible Financial Officer

The Clerk was resolved as RFO

67 Election of Working Parties, Representatives and Other Posts

The working parties are contained in appendix A

68 Apologies and Absences

Apologies were received from Cllr London and duly accepted by the Chairman. Cllr Robinson from SDC also sent her apologies as she was attending Brasted's Annual Meeting

69 Declarations of interest or lobbying

There were no declarations of interest or lobbying

70 Minutes of Previous Meeting

The minutes of the meeting on 8th April 2024 which had previously been agreed by email were duly signed by the Chairman as a true record of the meeting

71 Update from KCC Councillor Nick Chard

Cllr Chard did not attend the meeting or send apologies. A member of the public expressed disappointment as he had items to raise with Cllr Chard

72 Update from SDC Councillors

Cllr Alger confirmed there was a meeting this week to discuss tenders for running Sevenoaks Leisure Centre.

73 Update from Beat PC Peter Wilson

Unfortunately PC Wilson was called away to attend to a missing person and was unable to attend the meeting. The following items were raised by members of the public and Councillors

Concerns raised about burglaries in Chipstead – update on the investigations so far and advice on what more the community can do

Reports of Nitrous oxide canisters in Sailing Club Road. Apparently the police website only allows reporting of actual incidents not potential issues or preventative actions. These are not available for general sale so can the source be tracked?

Police presence at Chipstead Lake the previous weekend

Speeding along Chipstead Lane (20mph) Can PC Wilson attend with his speed gun?

A question was raised as to whether Special Constables still exist

The Chairman offered to engage with Matthew Scott to discuss these items and anything else anyone wanted to raise.

74 Update from Footpath Warden Graham Birch

The Footpath Warden's update is contained in Appendix B. The Chairman thanked the Warden on behalf of the whole Parish for the excellent work he does.

75 Questions from the Public

The bin on Chipstead Common next to the bus stop is often very full and foxes get in and spread rubbish across the Common. Is it possible to get a larger and fox proof bin? Also the second bin near the Football Hut is obscured by trees. Could it be moved to nearer the dog bin?

There were 3 dead or diseased trees on the Common (2 maple trees and 1 cherry) – are there any plans to replace them?

The Chairman and Clerk will go to the Common and report back at the next meeting

76 Open Spaces

Open Space Inspection

There were no reported issues with Open Spaces. The Clerk confirmed the strimming on Chipstead common and Bessels Green should be done this week.

The Parish Council discussed the planters and the large planter on Sailing Club Road which has been once again hit by a vehicle. The Council debated moving it but were aware someone had donated flowers and a small remembrance plaque for someone who died in the lake. The planters on Sailing Club Road were originally put in to protect the bike racks from cars turning into the road and to prevent anyone parking at the end of the road. Cllr Woodruff suggested the barrel could be moved to prevent parking but it was agreed that the beautification committee will decide what is to be done.

Cllr Firmager suggested the Council investigate using the same company Riverhead PC use as they water their planters as well as plant them. The Clerk will obtain their details and get a quote

Playground Inspection

There were no reported issues with the playground

77 To resolve the Council's Policies and Procedures for the year 2024-5

All the Council's Policies and Procedures were reviewed and resolved and the Clerk will post them onto the website indicating they are the 2024-5 versions

78 Correspondence Received and General Issues

Family Fun Day.

It was resolved to ask Batch 18 (Andy Hogg) if he wanted to attend Cllr Firmager suggested he may offer to give a donation towards the brownies

Preparations for 80th Anniversary of VE Day

The Beacon lighting at 9.20 pm. The Risk Assessment for the event was reviewed and resolved. It was resolved to advertise the event as starting at 7pm and invite Batch 18 to attend aso to provide hot drinks and snacks Cllr Firmager will arrange the music, the Clerk will contact Batch 18

Chipstead Lane

The Clerk has already submitted a FOI request to KCC asking how many of these trials they have done, where and what was the outcome. The Council debated whether any other information from KCC was required and it was resolved the Clerk should request minutes of any meetings where this was discussed and who agreed it

20mph limit

The Council had received a request from KCC to formally support 20mph extension to Amherst and Chevening Schools. This follows a consultation where there were 149 responses in support and 53 objections. This will therefore require the scheme to be referred to the JTB for a decision and KCC asked the Council to reaffirm it's support. Although the Council has never discussed or considered extending the limit up to Amherst school the council confirmed it's support on condition the existing scheme and the proposed one has more roundels in the road to remind drivers they are in a 20 mph zone.

79 General Information and proposals for Future Agenda Items

Abandoned car in Sailing Club Road

The Clerk confirmed there was a car which had been left in Sailing Club Road for many months (with a flat back tyre). It has had no tax or MOT since September 2023 and she has reported it to SDC

Football Club and Rec.

As the Football Club refuse to provide details of their Accounts to the Parish Council – how does the Parish Council wish to spend the £3500 allocated in the budget for Ground Maintenance?

80 Finance

Income Received and Cheques Payable

The payments for May were resolved and Payments and Receipts for April were reviewed with no issues – Appendix C

81 Planning Applications

The responses to Planning Applications were resolved as follows:-

Shrubs Corner Wheatsheaf Hill Ide Hill Kent TN14 6BS

No objection

61 Chevening Road Chipstead Kent TN13 2RZ

Object. Impact on the conservation area; Exiting the proposed parking would be dangerous with no sight lines; The proposal removes a parking space which is available for anyone to use; removal of the railings will be highly detrimental to the street scene

Roundabout At Junction With Polhill Morants Court Road Dunton Green Kent TN13

Object. Dangerous with obscured sight lines.; signs are potentially a distraction to road users; signs out of keeping and impact the view of the North Downs

The Applications Granted or Refused were circulated for information

The meeting closed at 9.30

Appendix A

Election of Working Parties, Representatives and Other Posts

List of Offices and Working Parties etc

13-5-2024

Position

Incumbents from May 2024

Chair

NW

Vice Chair

JF

Finance Working Party

JE(Ch) NW

Pavilion Committee

NW (Ch) VW JJ

Chevening News Reports

AdeT

Open Spaces Special Interests

Chipstead Common

JL

Chesterfield Drive

JE

Chipstead Green

VW

Land South of Lake

Howard Dilley

Recreation Ground

JJ

Bullfinch Close

JE

Bessels Green

AdeT/JN

Burial Ground

LW

Churchyard

JN

War Memorial

AdeT

Fort Halstead Observers & Monitoring progress of Local Plan

NW + VW

Grievance Committee

JF LW JE

Appeals Committee

NW JJ VW

Ground Maintenance

AdeT JH

Web Site Maintenance

JH

Topple Testing

NW/VW/LW

Parkland

NW/Hardy's

Beautification

LW/JN/AdeT/VW/NW

Other Reps Appointed by Chevening Parish Council

Lucy Stanhope Charity Reps

Annie Brook Alec Elmer

Footpaths

Graham Birch

Appendix B
Footpath Review
Overview

I am pleased to advise that the year has again seen increasing usage of the Parish's footpaths, which leads to both improving footpath condition and an indication of the health benefits of getting out and exploring our Parish.

Whilst there are a few minor deviations from the official footpath due to vegetation encroachment, these have been rational improvements without detriment to farming activities and do not warrant any corrective action.

Elsewhere, the routine inspection and light maintenance has continued, mostly involving cutting back of brambles and the occasional removal of small branches blown across the path.

Selected activities

The January storms caused footpath blockages through blown over bushes and ivy-throttled small trees. These were cleared with the assistance of my neighbour using hand tools and ropes to drag them clear.

A larger tree, blocking the North Downs Way, SR710, near Knockholt Pound, was dealt with swiftly by the Chevening Estate team using chain saws.

Our Parish traverses the eastern end of Stubbs Wood, which is owned by the Sundridge with Ide Hill Parish Council and managed by a group of volunteers known as the Stubbs Wood Advisory Group (SWAG). An amicable encounter with the group resulted in offers of assistance with chain saws, should this be required, where our path, SR203, descends the Greensand Ridge at Brockhill Wood.

As a part of the woodland management strategy at Stubbs Wood the crest footpath, SR242 – SR172, known as Lady Amherst's Drive, has been cleared back to allow more light and open out views of the Weald. Large machines were used leaving a bit of a mess, but we're assured that all will be well in the fullness of time!

On SR183, alongside The Kings Head in Bessels Green, is a set of steps, which is missing its handrail. This has again been reported to KCC for repair and we await their response.

And, finally, footpath SR172, which passes the eastern side of Morants Court Farm and has been the subject of a formal diversion, has now finally been completed and surfaced.

Graham Birch
Footpath Warden

Appendix C
Payments and Receipts for April

30 April 2024	SDC GENERAL ACCOUN, HALF YEAR PRECEPT		£35,000.00
19 April 2024	SEVENOAKS D.C., CIL PAYMENT		£1,293.34
12 April 2024	BURIAL GROUND HUT FROM CHEVENING PAR CH		£305.46
11 April 2024	HMRC VTR, XWV126000106443		£1,829.39
09 April 2024	CHIPSTEADFC-PITCH FROM CHIP FC		£564.27
05 April 2024	TL OSCILOWSKI FROM RUBY FUN LTD SW		£327.50
04 April 2024	GOCARDLESS REF KENTCABLES-77MEMBH, MANDATE NO 0008		£30.00
09 April 2024	MDH Horticultural	3047	£1,830.07
09 April 2024	Judith Hayton	CHEVENING PC	£1,207.71
09 April 2024	HMRC	577PV00161414	£692.14
09 April 2024	MDH Horticultural	3059	£516.00
09 April 2024	MDH Horticultural	3048	£386.10
09 April 2024	SDC Rates	30667350	£364.27
09 April 2024	SDC Rates	30571350	£305.46
09 April 2024	Rialtas	SM28996	£230.40
09 April 2024	Judith Hayton	CHEVENING PC	£57.58
09 April 2024	Transfer to Unity Savings Account		£30,000.00
10 April 2024	CHARGES FROM 2024-02-22 TO 2024-03-21		£7.50
11 April 2024	TRANSFER TO SANTANDER SUSPENSE ACCOUNT REFERENCE		
11 April 2024	MIRO137672		£504.00
17 April 2024	JGC Sportsturf	SI-549	£5,000.02
19 April 2024	CASTLE WATER LTD REF 546134, MANDATE NO 0011		£5.99
22 April 2024	OCTOPUS ENERGY REF A-E621DDFB-001, MANDATE NO 0012		£946.86
25 April 2024	VALDA ENERGY LIMIT REF VALDAENERGY, MANDATE NO 0014		£7.63
26 April 2024	SSE ENERGY SUPPLY REF 0014194, MANDATE NO 0013		£399.86
29 April 2024	VEOLIA ES UK LTD REF 04937801, MANDATE NO 0010		£34.54

Payments to be made in May

			Unity Payments		
1230	MDH Horticultural Services	Open Spaces	£1,525.06	£305.01	£1,830.07
1231	HMRC	Tax & NI	£692.14		£692.14
1232	J Hayton	Salary	£1,207.71		£1,207.71
1233	MDH Horticultural Services	Gang mowing	£321.75	£64.35	£386.10
1234	J Hayton	Expenses	£454.16		£454.16
1235	Zurich Insurance	Annual Insurance Premium	£2,113.62		£2,113.62
1236	DRM Trees	Fallen tree and hedge at Recreation Ground	£550.00	£110.00	£660.00
1237	JRB Enterproses	New poo bin and bags	£333.75	£66.75	£400.50
1238	Julia Chamberlain	Internal Audit Fee	£175.00		£175.00
1239	Edward Sargent	Lamp in Stairfoot Lane	£98.08		£98.08
1240	Oliver Hoad	Handyman duties	£130.00		£130.00

Signed as a true record

3rd June 2024

Planning Applications Resolved at the Meeting

24/00840/HOUSE	Shrubs Corner Wheatsheaf Hill Ide Hill Kent TN14 6BS	Alterations and extension to the main house including alterations to fenestration. Conversion of the existing garage to annex accommodation.		16/05/2024	Jamie
24/00909/HOUSE	61 Chevening Road Chipstead Kent TN13 2RZ	Dropped kerb and new driveway		21/05/2024	James
24/00997/ADV	Roundabout At Junction With Polhill Morants Court Road Dunton Green Kent TN13 2TR	Display of 4 x free standing, non-illuminated fascia advertising boards		29th May 2024	John E

**Planning
Decisions**

24/00346/FUL	West Wold Woodfields Chipstead Kent TN13 2RA	Proposed sub-division of existing property and erection of 1.5 storey, 3 Bed dwelling with rooflights	No objection	Jason	Granted
24/00544/MMA	27 Chipstead Park Sevenoaks Kent TN13 2SL	First floor rear window on left side bedroom to be french doors with glazed Juliette balcony	No objection	Val	Granted