



# Chevening Parish Council

Judith Hayton - Clerk

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Minutes of the Ordinary Meeting of the Parish Council held on Monday 26<sup>th</sup> September 2022 at 7.30pm at the Pavilion, Chipstead Recreation Ground Chevening Road Chipstead TN13 2SA.

Present:	Mr J Branton	Chair
	Mr N Clark	Councillor
	Mr A de Turberville	Councillor
	Mr J Eastwood	Councillor
	Mr J Jarrett	Councillor
	Mrs V Woodruff	Councillor
	Mrs J Hayton	Clerk
	Mr J London	SDC
	Members of the Public	3

#### Apologies

Mr J Firmager	Councillor
Mrs L Weavers	Councillor
Mr N Williams	Chairman

#### **117 Apologies and Absences**

Apologies were received from Cllrs Firmager, Weavers and Williams and duly accepted by the Chairman

#### **118 Declarations of interest or lobbying**

There were no declarations of interest or lobbying regarding items on the agenda

#### **119 Minutes of Previous Meeting**

The minutes of the meeting on 11-7-22 previously agreed by email were resolved by the Council and signed by the Chairman as a true record

#### **120 Updates from KCC.**

Cllr Chard was unavailable to attend the meeting or to answer the questions from the Public (detailed in minute 121). The Clerk was tasked by the Chairman to write to Cllr Chard with their concerns

#### **121 Questions from the Public**

One member of the Public wished to discuss Park Cottage which is covered under minute 131. The other two members of the public had two major issues which, although not Parish Council issues, asked for any support the Council could provide to resolve the situation

##### *Sink hole at Martin Shaw*

The sink hole has been there since the start of the school summer holidays. There has been no activity during that time. Enquiries to KCC says it is Thames Water but there is no timescale or apparent pressure from KCC Highways to get this resolved.

##### *School Buses*

The School buses situation, although slightly more satisfactory than July (when it looked as there would be no buses) is by no means ideal. The parents concerned have elected to send their children

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to a local school (Trinity) – and this involves their children catching the bus from Chipstead Corner (crossing Homedean/Westerham Road when the traffic is at its peak in the morning to get to the bus stop, and even more concerning is the children having to cross the A25 in the afternoon to get back to Chipstead). It is worrying enough in daylight but as winter approaches they are extremely concerned about safety. The parents feel strongly that their children, by going to school “locally” are disadvantaged in 2 ways.

i) The bus to schools in Tonbridge still comes through Chipstead village on both outward and return journeys

ii) They have to pay the same amount for their children’s bus passes as those who travel to Tonbridge and Tunbridge Wells.

The members of the Public praised Nigel Williams in his Parish and District Council capacity for continuing to champion this situation on their behalf.

The Council acknowledged the pressures on the KCC budget but agreed there is no excuse for the mismanagement of the bus situation and would continue to press Cllr Chard to obtain answers on behalf of parishioners

## **122** *Open Spaces*

### **a** *Open Space Inspection*

Cllr Woodruff mentioned the streetlight adjacent to Moat Close which is obscured by the tree surrounding it. The Clerk will investigate

A member of the public mentioned there are loose panels on the fencing around the playground.

The Clerk will get the handyman to repair

The issue of rubbish was raised and whether it is possible to have fox proof litter bins – the bins on Chipstead Green and Chipstead Common were particularly mentioned. The Clerk will find out from SDC

### **b** *Playground Inspection*

The Annual playground inspection has taken place and there were no issues raised

## **123** *Beautification of the Parish*

### *Planters*

The planters are now in place and there is some money left in the budget for winter planting.

### *The Hanns Stores sign*

The Hanns Stores sign had been sympathetically restored today. The Council agreed it was a great improvement

### *Blue Plaques/Historic Buildings*

The adoption of a Parishioners archive of papers by the Parish Council will help the process and will aid with the identification of historic buildings, both to identify blue plaque buildings and to identify those potentially to go on the “local list” – See minute 130b and 131

## **124** *Standing Documents.*

The Council’s Media, Discipline & Grievance and Equality and Diversity policies were reviewed by the Council and resolved without amendment

## **125** *To pass a resolution to sign up to the civility and respect pledge*

The Council resolved to adopt the Civility and Respect pledge

## **126** *Dates of Meetings for 2023*

The Council resolved to hold the Parish Council meetings on the 1<sup>st</sup> Monday of the Month as far as possible in 2023. The dates of the 2023 meetings are in appendix 1

**127 Request to reduce the height of an alder tree down Sailing Club Road**

The Council debated the request at length. It was recognised the Council had reduced other trees in the Road, but this tree is particularly large and therefore is expensive to reduce in height (over 6 x more than each tree trimmed previously). The Council then debated whether to request and/or allow the householder to contribute towards the cost of the tree work. This situation has occurred before where the Council had refused a request from a resident of Barnfield Road who offered to pay to have the height of the trees on Chipstead Common reduced. The Council at that time felt this was a dangerous precedent as this would give “carte blanche” to people who could afford to pay and disadvantage people who could not. The alder tree concerned does not block the light to the property and therefore the Council resolved the Parishioner could reduce any branches which overhang their property (at their expense and having obtained SDC permission for tree work in a conservation area) as this was within what any householder was permitted to do

**128 Darenth Valley Landscape Partnership**

The footpath warden had come up with 3 possible suggestions for new footpaths. The Council debated the merits of each and confirmed the preference of the footpath by Dry Hill. Cllr Clark also mentioned the feasibility of a footpath where the walk from Bessels Way/Larkfield Road via Back lane and up to the Pheasant Plucker. There is a stretch of the footpath where walkers have to walk up Cold Arbor Road which is very fast and dangerous. Both options will be put forward

**129 Request to know if there are any steps the Parish Council (and/or Sevenoaks District Council) can take to help reinstate a reasonable bus service through Chipstead village**

The Council confirmed it is unlikely that Go-Coach would restore a bus service through the village as it was not very well used and their model is much more to go towards the “Go2” service which is much more tailored to delivering an on demand service for customers and not running empty buses but is less useful for anyone with a time critical appointment

**130 Correspondence Received and General Issues**

*a Invitation to the Church Harvest Festival Supper*

The Council thanked St Botolphs for their kind invitation and each Councillor will book their own place if they want to

*b Parish Archives*

The Parish Council welcomed the idea of taking the archives of a Parishioner into safe keeping in the Pavilion. Cllr de Turberville offered to review the paperwork and start to produce the histories of notable buildings in the Parish. The Clerk confirmed that most of the week the Pavilion is free and therefore the space could be used to review and catalogue the material. Cllr Clark suggested investigating digitising the records in due course. Both Cllr Clark and Cllr London offered their help to move the archives at the Parishioners convenience

*c Solar Panels*

The Clerk confirmed the solar panels and battery had been installed on the Pavilion roof

*d CCTV Cameras*

One of the CCTV cameras on Sailing Club Road has been destroyed. The Clerk suggested moving one of the cameras from further down Sailing Club Road to cover that point again. The merits of having the cameras higher up was debated, but access to the cameras for replacing batteries and the sim cards is needed. The original intention was to be able to move the cameras to any incident “hot spots” (i.e. if there were reports of drug dealing in an area to move the cameras there). The Council believe there is a deterrent effect in having the signs and the appearance of cameras in place.

**131 General Information and proposals for Future Agenda Items  
Possible development of Park Cottage 16 Westerham Road**

The Clerk had been informed by a parishioner that Park Cottage had been purchased by a developer and the neighbours are very concerned with reports that the house will be demolished and 5 built in

it's place. They feel the cottage itself is of significant historical importance and additionally the member of the public present expressed concern at the impact of an extra 4 houses and the associated traffic and pedestrians adding to the already highly congested A25.

The parishioner who originally raised concerns about the property requested the property be put on the "local list". The clerk briefed the Council that having spoken to SDC Planning Policy – at present the local list comprises properties in Sevenoaks Town only and the properties on there were researched and led by the Sevenoaks Society. Putting a property on the Local List does not prevent it from being knocked down but the Planning Officer has to prove there is a wider community benefit of the proposal than keeping the existing building. The example quoted was the site of the Hospice in the Weald, where there was an historic (but not listed) building on the site, but the building of the Hospice was considered to be a much wider public and community benefit than keeping the existing building. Getting a building on the local list takes a fair bit of time to go through all the administrative hoops necessary.

"Locally listed buildings do not enjoy the levels of statutory protection afforded to nationally-listed buildings. However, local listing means that the interest of the building will be at least considered during the planning process. The effect of an application on a non-designated heritage asset is a material consideration when deciding planning applications, and local listing strengthens the case for retention of a historic building."

Planning Policy are looking to expand the Local List across the whole of the District – again this will not necessarily help in this case, but the work being done as part of Beautification to identify the stories around buildings in the Parish will give us a great head start to get any buildings which are not listed but of historical importance on there

If it comes to pass as a planning application, and if the Parish Council is minded to object to the demolition of Park Cottage, then having details of it's historical significance can form part of the objection and mean the Planning Officer will have to justify the removal of such a significant building in their report and can form part of any subsequent challenge to Development Control Committee

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

The payments for September were resolved and the Payments and Receipts for July & August reviewed

### **133 Planning Applications**

*There were no applications for consideration by the Council*

*Applications granted or refused.*

The Chairman observed that two of the applications where the Council offered no objection had been refused.

Cllr Jarrett expressed concern about a property which had had planning applications refused and the development had occurred anyway. The Clerk confirmed that any member of the public who had concerns of this nature should inform Planning enforcement as the Clerk doing it would effectively be 3<sup>rd</sup> hand information with no actual proof only hearsay evidence

**The meeting closed at 9pm**

Appendix 1

**Meeting Dates for 2023**

<b>9<sup>th</sup> January</b>	
<b>6<sup>th</sup> February</b>	
<b>6<sup>th</sup> March</b>	
<b>3<sup>rd</sup> April</b>	
<b>24<sup>th</sup> April</b>	<b>Annual Assembly</b>
<b>8<sup>th</sup> May**</b>	<b>Annual Meeting</b>
<b>5<sup>th</sup> June</b>	
<b>3<sup>rd</sup> July</b>	
<b>4<sup>th</sup> September</b>	
<b>2<sup>nd</sup> October</b>	
<b>6<sup>th</sup> November</b>	
<b>4<sup>th</sup> December</b>	<b>Light up a Life Service (No scheduled PC meeting in December)</b>

\*\* Meeting in May must take place within 2 weeks of election

Payments and Receipts for July

Opening Balance		£74,088.45
11/07/2022	Burial fees Clifford NEB20	£545.00
12/07/2022	HMRC VAT reclaim	£1,404.98
26/07/2022	Harrington Memorial fee 65	£220.00
28/07/2022	SCOTT Memorial fee 261	£415.00
28/07/2022	YOUNG Memorial fee 714	£220.00
04/07/2022	GOCARDLESS REF KENTCABLES-77MEMBH, MANDATE NO 0008	
08/07/2022	EDF ENERGY REF 673109647889, MANDATE NO 0009	£30.00
12/07/2022	CHARGES FROM 2022-05-22 TO 2022-06-21	£11.00
13/07/2022	KEVIN D TUDOR REFERENCE TUDIR 2022 003 CPC	£7.50
13/07/2022	TERRAIN AERATION SERVICES REFERENCE 1713	£38.98
13/07/2022	EUREKA HIRE REFERENCE 1029	£3,000.00
13/07/2022	DRM TREES REFERENCE CPC36 38	£293.09
13/07/2022	HCI DATA REFERENCE TRANSFER	£1,260.00
13/07/2022	OLIVER HOAD REFERENCE 941	£102.00
13/07/2022	J HAYTON REFERENCE TRANSFER	£223.81
13/07/2022	MDH HORTICULTURAL SERVICES REFERENCE 2550	£61.81
13/07/2022	J HAYTON REFERENCE SALARY	£355.20
13/07/2022	HMRC REFERENCE 577PV00161414	£1,219.78
13/07/2022	MDH HORTICULTURAL SERVICES REFERENCE 2549	£462.13
27/07/2022	SOUTHERN ELECTRIC REF 910036741, MANDATE NO 0005	£1,683.60
28/07/2022	VEOLIA ES UK LTD REF 04937801, MANDATE NO 0010	£152.97
Closing Balance		£67,953.76

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## Payments & Receipts for August

	Opening balance	£67,953.76
08/08/2022	ALDOUS 22/8/22 FROM ALDOUS & OTHERS	£145.00
12/08/2022	STOREY FROM BURSLEM MEMO LTD	£415.00
12/08/2022	PENSHURSTFINEFOODS FROM PENSHURST FINEFO	£500.00
23/08/2022	CWATERHOUSE WILGOO FROM C W H FUNERALS LIM	£525.00
24/08/2022	WELHAM JON HIGGINS FROM WELH FUNERAL	£437.50
04/08/2022	GOCARDLESS REF KENTCABLES-77MEMBH, MANDATE NO 0008	£30.00
05/08/2022	TRANSFER TO RIALTAS SOFTWARE REFERENCE 30000	£30.00
05/08/2022	OLIVER HOAD REFERENCE 954	£200.00
05/08/2022	GARAGE DOOR CENTRE REFERENCE 3333	£877.20
05/08/2022	CITIZENS ADVICE BUREAU REFERENCE CHEVENING PC	£100.00
05/08/2022	PKF LITTLEJOHN REFERENCE SB20220016	£480.00
05/08/2022	PSR LIGHTING REFERENCE 8152	£600.00
05/08/2022	MDH HORTICULTURAL SERVICES REFERENCE 2569	£355.20
05/08/2022	MDH HORTICULTURAL SERVICES REFERENCE 2568	£1,683.60
08/08/2022	EDF ENERGY REF 673109647889, MANDATE NO 0009	£11.00
10/08/2022	CHARGES FROM 2022-06-22 TO 2022-07-21	£7.50
23/08/2022	SCRIBE REFERENCE 3113	£174.00
23/08/2022	DRM TREES REFERENCE CPC039	£1,140.00
23/08/2022	PROSPHERO LTD REFERENCE 8720	£137.50
23/08/2022	PLAY INSPECTION COMPANY REFERENCE CHE12055	£102.00

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23/08/2022	GARAGE DOOR CENTRE REFERENCE 3353	£366.00
23/08/2022	COMPLETE WEED CONTROL REFERENCE KT15595	£388.80
23/08/2022	TREECRAFT REFERENCE 16056	£57.00
23/08/2022	SLCC REFERENCE 13493 HAYTON	£171.00
23/08/2022	J HAYTON REFERENCE TRANSFER	£1,083.07
23/08/2022	MDH HORTICULTURAL SERVICES REFERENCE 2594	£355.20
23/08/2022	J HAYTON REFERENCE TRANSFER	£1,219.58
23/08/2022	HMRC REFERENCE 577PV00161414	£462.33
23/08/2022	MDH HORTICULTURAL SERVICES REFERENCE 2593	£1,683.60
25/08/2022	SOUTHERN ELECTRIC REF 910036741, MANDATE NO 0005	£157.83
30/08/2022	VEOLIA ES UK LTD REF 04937801, MANDATE NO 0010	£27.67
	<u>Closing balance</u>	£58,076.18

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**Payments to be made in September**

Cheque No	Payee	Reason	Net	VAT	Total
200544	Chevening Parish Council	Solar Panels			£2,987.86
1022	MDH Horticultural Services	Monthly Open Spaces Maintenance	£1,403.00	£280.60	£1,683.60
1023	HMRC	Tax & NI	£462.33		£462.33
1024	J Hayton	Salary	£1,219.58		£1,219.58
1025	MDH Horticultural Services	Gang mowing	£296.00	£59.20	£355.20
1026	J Hayton	Phone, Sim cards, Mural deposit Flowers	£133.81	£4.00	£137.81
1027	Speculise	Website, Email etc	£360.00		£360.00
1028	Turtle Engineering	Defib pads for Common	£80.96	£16.20	£97.16
1029	SDC	Printing maps	£28.00	£5.60	£33.60
1030	DRM Trees	Ash tree SCR identified on tree inspection with dead wood	£100.00	£20.00	£120.00
1031	Chevening Estate	Allotment Rental	£60.00		£60.00
1032	Little Green Energy Co	Final instalment of Solar Panels	£3,889.00	£777.80	£4,666.80

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Planning Decisions					
22/01223/HOUSE	122 Chesterfield Drive Sevenoaks Kent TN13 2EF	Alterations to change garage to kitchen, move entrance with glazed canopy and change flat roof to a tiled pitched roof	No objection	John E	Granted
22/01052/HOUSE	Willow Farm Chevening Road Chipstead Sevenoaks Kent TN13 2SB	Erection of a single storey rear extension and a two storey side extension. And roof extension - AMENDED PLANS	No comment	Nigel	Refused
22/01570/HOUSE	8 Chipstead Park Close Sevenoaks Kent TN13 2SJ	Front garage extension. Rear alteration to facilitate the demolition of conservatory and erection of a rear extension at lower and ground floor level. Alterations to fenestration.	No objection	Jason	Granted
22/01455/LBCALT	West Lodge 60 High Street Chipstead Sevenoaks Kent TN13 2RR	Replacement window on side elevation.	No objection	Nick	Granted
22/01405/HOUSE	4 The Old Garden Chipstead Sevenoaks Kent TN13 2RJ	Single storey side and rear extension with sky light, first floor side extension.	No objection	John B	Granted
22/01537/LBCALT	Southdown House Park Place Bessels Green Sevenoaks Kent TN13 2QD	Addition of electronic gates at the front access drive of the house.	No Objection	Jamie	Granted
22/01809/HOUSE	37 Chesterfield Drive Sevenoaks Kent TN13 2EQ	Replacement rear balcony and changes to external materials and staircase	No objection	John E	Granted
22/02032/FUL	28 Bullfinch Dene Sevenoaks Kent TN13 2BA	Erection of new dwelling together with access and parking.	No objection	John B	Refused
22/01866/HOUSE	17 Stanhope Way Sevenoaks Kent TN13 2DZ	Conversion of integrated garage into habitable space. Removal of front- facing wooden garage door.	No objection	John E	Granted