



Chevening Parish Council

Minutes of the Ordinary Meeting of the Parish Council held on Monday 2nd October 2023 at 7.30pm 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
	Ms S Robinson	SDC
	Ms M Alger	SDC
	Mrs J Hayton	Clerk
	Members of the Public	0
Apologies	Mr J London	Councillor

133 Apologies and Absences

Cllr London sent his apologies which were duly accepted by the Chairman. Cllr Chard from KCC did not attend the meeting but had provided the Chairman with an update on Covers Farm (minute 136)

134 Declarations of interest or lobbying

Cllr Firmager reaffirmed his interest in agenda item 142 which he had requested on the agenda and therefore previously declared his interest

135 Minutes of Previous Meeting

The minutes of the meeting on 4th September 2023 previously agreed by email were formally resolved by the Council and signed by the Chairman as a true record

136 Updates from KCC.

Cllr Chard advised that Covers Farm will not now be heard in October. The earliest date will be November but there are a number of technical issues which require working through first.

137 Updates from SDC

Cllr Alger updated on the Otford – Sevenoaks walking & cycling route for which the consultation is now open. There is a drop in event at Bat & Ball station

She mentioned the PC website and the Welcome Pack which is out of date. The Clerk advised it was put together by a parishioner some years ago. The clerk has removed it from the website whilst it is updated.

She also advised there is a road sign on Chipstead Lane which has a picture of a tank on it. The Clerk confirmed she would ask KCC whether they know about it, as they own all the road signs

Cllr Robinson advised there were road signs up by Chipstead Common which were regularly turned round the wrong way. This is a KCC issue and the Clerk will refer to them.

She advised that Community Grants are available for any qualifying local group

She advised the SDC Local Plan is now available to read on the SDC website and encouraged all parishioners to do so as it provides a good insight into what the Council wants to achieve.

She also advised that the Scrutiny Committee are advising that if there is any SDC owned land, the Parish Council should be consider making them Community Assets to prevent their being sold off without

consultation. The Clerk confirm she was not aware of any SDC land in the Parish but confirmed the Council were aware of registering Community Assets as they have done so for Chipstead Lake many years ago and more recently for the Bricklayers Arms

138 Questions from the Public

There were no members of the public in attendance

139 Open Spaces

a Open Space Inspection

Cllr Nielsen mentioned the small area of land on Bessels Green where the posts were regularly knocked down. The Clerk confirmed that piece of land belonged to KCC.

Cllr Jarrett mentioned 2 posts had been knocked down on Chipstead Common. The Clerk will get them repaired

The Chairman mentioned the footpath from Chipstead Green up to the School and beyond to Dunton Green. There are 2 benches up there one is in brambles and broken. The Clerk confirmed they are not on PC land or on the PC Asset register

b Playground Inspection

There are no reported issues with the playground

140 H1 Financials.

Cllr Eastwood presented the H1 Financials. The only major unplanned expenditure is the new bus shelter for which we hope to get a grant to offset the cost. All other income and expenditure remains on track. As the draft budget needs to be presented at the next meeting Cllr Eastwood asked for any ideas for major spending next year to be advised as soon as possible

141 Review and prioritisation of Highways Improvement plan.

The Highways Improvement plan was reviewed and the prioritisation agreed by the Council
The HIP is attached as Appendix 1

142 Dragon Boat 2024

The resolution to support the 2024 Dragon Boat Festival by paying the cost of the St John's Ambulance cover at the event was unanimously resolved by the Council

143 Request received from Beams who support disabled children and their families for a grant of £500 to support their Beamers Playscheme 2023

The Council asked for more information as to who Beams actually are (as they are a Charity, who runs it etc.,) and they will consider giving a donation in line with our other donations (£100) at the next meeting

144 Quote for fixing streetlight energy contract for 12 months to March 2024

The Council resolve to renew the streetlight contract for a further 12 months

145 Correspondence Received and General Issues

a A sight mirror has been installed without permission on PC land and complaints have been received.

The Council resolved the clerk should write to the homeowner to confirm no items should be placed on Council land without prior permission

b Bulbs at the Burial Ground

Cllrs Nielsen and Woodruff are installing bulbs at the Burial Ground. These will be places under the trees at the left hand entrance, under Rev Hewitts bench and between the line of trees on the unconsecrated ground. The funds will come from the bequests for the burial ground we have received

c Chevening Parkland Liaison Meeting.

Cllr Weavers gave an update on the Parkland introductory meeting which took place Friday 29th September. The attendees were Rural Arisings, George Back (representing the Trustees) Simon Reay from SDC, our nominated member of the public and the clerk from Dunton Green. Simon Reay promised at the meeting to get the speed limit looked at by KCC along the length of Sundridge Road from past Chevening Cross to past Turvins Farm which has allowed us to move the crossroads down our HiP priority list. Next meeting will be in the New Year before anything actually takes place in terms of construction

146 General Information and proposals for Future Agenda Items

The draft budget for 2024-5 and the request for funding from Beams are to be included in the November agenda

147 Finance - Income Received and Cheques Payable

The payments for October were resolved and the Payments and Receipts for September reviewed

148 Planning Applications

- a Applications for consideration by the Council
 - 54 Chipstead Park Sevenoaks Kent TN13 2SH – No objection
 - 13 Chesterfield Drive Sevenoaks Kent TN13 2EG – No objection
 - 27 Chipstead Park Sevenoaks Kent TN13 2SL – No objection
 - Salters Heath Farm Cold Arbor Road Sevenoaks Kent TN13 2PR – No objection
- b Applications granted or refused were reviewed

The meeting closed at 20.50

- Please note the Priority column **MUST** be those issues which are regarded as the most important (No 1 being your highest priority, then filtering down) KCC is unable to guarantee that all your requests will be deliverable, but Project Managers can investigate your top 1 or 2 priorities per year.

- **Live Priorities Record**

Priority	Location	USRN	Problem/Concern	What do you feel are the potential solutions?	KCC Comments (This column is to be completed by Project Manager ONLY)
1	Westerham Road & Chipstead Lane		Permanent width restriction to prevent HGV's using the road as a cut through. Damage has been caused to KCC Parish and private property		
2	A21/A25/Westerham Road junction		<i>An urgent review of this junction is required after the "improvements" put in place by KCC which appear to have made the junction more confusing and dangerous</i>	Pressure plate traffic lights for cars turning into and out of Westerham Road Flashing speed signs reminding it is 30 mph	
3	Chevening Crossroads		<i>An urgent review of this junction is required after the "improvements" put in place by KCC which appear to have made the junction more dangerous Could a flashing slow down 40 mph sign be installed?</i>	Perhaps Flashing speed signs alerting to 40 mph – on road warning signs of junction ahead and slow signs on road	
4	Where traffic comes off the M25 slip road travelling west toward Sevenoaks on the A25		could a flashing 30mph sign be installed to encourage motorists to slow down?		

5	The "give way" section of the High St Chipstead		could Give Way signs be installed or right of way be established as very few cars take notice of the white lines		
6	Parking restrictions / double yellow lines on the brow of the hill on the bridge over the motorway on Chevening Road between Chevening and Chipstead		At school time there are cars parked and it is dangerous with no sight lines		
7	Chevening Road Chipstead		Extension of the 20mph zone in Chevening Road past the School to the existing 30mph sign		

Payment and Receipts for September

Opening Balance	£56,006.28
14/09/2023 AVISON YOUNG CLNT, 67MB3259	£100.00
20/09/2023 ALLWYN FUNERAL FROM CHEVENING PAR CH	£75.00
04/09/2023 GOCARDLESS REF KENTCABLES-77MEMBH, MANDATE NO 0008	£30.00
08/09/2023 JCG SPORTSTURF REFERENCE SI457	£1,000.00
08/09/2023 GARAGE DOOR CENTRE REFERENCE 3605	£76.80
08/09/2023 STARBOARD SYSTEMS LTD REFERENCE INV 4525	£208.80
08/09/2023 PLAY INSPECTION COMPANY REFERENCE CHE12055	£114.00
08/09/2023 OLIVER HOAD REFERENCE 1060	£132.60
08/09/2023 RH AND RW CLUTTON REFERENCE SI20365	£60.00
08/09/2023 SLCC REFERENCE 13493	£177.00
08/09/2023 OLIVER HOAD REFERENCE 1034	£65.80
08/09/2023 OLIVER HOAD REFERENCE 1055	£225.80
08/09/2023 OLIVER HOAD REFERENCE 1057	£80.30
08/09/2023 J HAYTON REFERENCE TRANSFER	£726.71
08/09/2023 MDH HORTICULTURAL SERVICES REFERENCE 2890	£386.10
08/09/2023 HMRC REFERENCE 577PV00161414	£530.00
08/09/2023 J HAYTON REFERENCE TRANSFER	£1,142.13
08/09/2023 MDH HORTICULTURAL SERVICES REFERENCE 2889	£1,830.07
08/09/2023 EDF ENERGY REF 673109647889, MANDATE NO 0009	£8.00
10/09/2023 CHARGES FROM 2023-07-22 TO 2023-08-21	£7.50
19/09/2023 PAYMENT BY CHEQUE WITH SERIAL NO 022151	£3,516.00
20/09/2023 CASTLE WATER LTD REF 546134, MANDATE NO 0011	£14.26
25/09/2023 PUBLIC WORKS LOANS REF CHEVENING, MANDATE NO 0006	£2,549.93
26/09/2023 SOUTHERN ELECTRIC REF 910036741, MANDATE NO 0005	£381.82
Closing Balance	£42,917.66

Payments for October

Santander Payments

1156	MDH Horticultural Services	Open Spaces	£1,525.06	£305.01	£1,830.07
1157	HMRC	Tax & NI	£530.00		£530.00
1158	J Hayton	Salary	£1,142.13		£1,142.13
1159	MDH Horticultural Services	Gang mowing	£321.75	£64.35	£386.10
1160	J Hayton	Expenses	£647.18	£122.96	£770.14
1161	Victim Support	Donation	£100.00		£100.00
1162	Sevenoaks First Responders	Donation	£100.00		£100.00
1163	CAB	Donation	£100.00		£100.00
1164	Samaritains	Donation	£100.00		£100.00
1165	Sevenoaks Volunteer Transport	Donation	£100.00		£100.00
1166	Kent Sussex & Surrey Air Ambulance	Donation	£100.00		£100.00
1167	St Johns Ambulance	Cover for Dragon Boat Festival	£184.80	£36.96	£221.76
1168	Mazars	External Audit fee	£420.00	£84.00	£504.00
1169	Spectulise	Website and emails	£360.00		£360.00
1170	Chevening Church	Burial fees paid in error	£75.00		£75.00
1171	DRiPS	Subscription	£20.00		£20.00
1172	Sevenoaks District Council	Litter and Poo bins	£718.90	£143.78	£862.68

Planning Applications

Planning Applications for Consideration at the Meeting

23/02293/HOUSE	54 Chipstead Park Sevenoaks Kent TN13 2SH	Widening the existing garage with a pitched roof. Garden outbuilding.	No objection	Jason	
23/02644/HOUSE	13 Chesterfield Drive Sevenoaks Kent TN13 2EG	Proposed side garage extension. Conversion of Existing garage into habitable space. New porch. Alterations to fenestration. Rooflights.	No objection	John E	
23/02704/HOUSE	27 Chipstead Park Sevenoaks Kent TN13 2SL	Garage conversion into snug. First floor extensions. Porch. Dormers. Removal of chimney. Internal alterations. Alterations to roof. Alterations to fenestration	No objection	Val	
23/02764/CONVAR	Salters Heath Farm Cold Arbor Road Sevenoaks Kent TN13 2PR	Variation of condition 7 (permitted development) of 20/02231/CONVAR related to 18/02941/FUL for demolition of modern structures, agricultural barn and silos. Conversion and redevelopment and creating agricultural buildings into B1a office floor space. Creating additional vehicle spaces and a new access with amendments to materials, plans and the phasing of BREEAM to enable a wider range of uses to be permitted on site	No objection	Allan	
Planning Decisions					
23/02107/HOUSE	46 Chevening Road Chipstead Sevenoaks Kent TN13 2SA	Demolition of existing conservatory and shed. New single storey rear extension. Loft conversion with rear dormer window. Juliet balcony. New porch. Alterations to patio. Alterations to fenestration. Internal alterations. Rooflights	No objection	Jamie	Refused