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**Minutes of the Council Meeting of Chevening Parish Council, held at 7.30pm
 on Monday 3rd December 2018
 at the Recreation Ground Pavilion, Chevening Road, Chipstead TN13 2SA**

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| Present: | Mr A Clark | Chairman |
| | Mr J Branton | Vice-Chairman |
| | Mr N Clark | Councillor |
| | Mr A de Turberville | Councillor |
| | Mr H Dilley | Councillor |
| | Mr J Eastwood | Councillor |
| | Mrs B Ide | Councillor |

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|----------------|--------------|----------------------------|
| In Attendance: | Mrs J Hayton | Clerk |
| | Mr J London | Sevenoaks District Council |

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| Apologies | Ms R Burgess | Councillor |
| | Mrs L Weavers | Councillor |

- 206. Apologies and Absences** – Apologies for absence were received from Cllr Burgess and Cllr Weavers and accepted by the Chairman
- 207. Declarations of interest or lobbying** – No declarations were made
- 208. Minutes of Previous Meeting** - the minutes of the meeting on 12-11-18 were proposed as correct by Cllr Dilley, seconded by Cllr de Turberville, unanimously resolved by the Council and signed by the Chairman as a true record.
- 209. Open Spaces**
- a) **Open Space Inspection** There were no Open Spaces issues raised
 - b) **Playground Inspection** The Playground continues to be well used and appreciated by all
- 210. Financial Regulations and Statement of Internal Control** The 2018-9 Financial Regulations and Statement of Internal Control were reviewed by the Council. The main changes focussed on the Council now making electronic payments rather than cheque payments. Both documents were resolved by the Council. The Clerk confirmed the documents are also available on the website and therefore these updated versions will be made available to the Public.
- 211. War Memorial** – The Council was disappointed the War Memorials Trust withheld 10% for work being done without their prior agreement. The restoration and cleaning of the memorial has been a great success and widely complimented for the quality of the work. The Conservators spent longer than they first estimated and have worked with the WMT before and have never known them impose such conditions. The Council resolved to use CIL money to pay for part of the restoration.
- 212. Council Emails** – although it is acknowledged to be inconvenient to use @cheveningparishcouncil.gov.uk emails (especially when responding to an email received on a personal account) - it is a GDPR requirement and therefore Councillors not currently using the email address should do so for all Parish Council emails for 1st January 2019
- 213. Council Owned Buildings** – The Clerk will try and obtain a value per sq ft to apply to the Pavilion and Football Hut for insurance purposes.

214. Correspondence Received and General Issues

- a) **Request for funding** – Kent Community Domestic Abuse Perpetrators programme. The Council felt support would be better served towards victims of abuse rather than the abusers themselves. The programme had a specific gender bias which the Council did not feel represented the whole domestic abuse situation

215. General Information and proposals for Future Agenda Items

- a) **Bus Shelter** – Work to install the Bus Shelter will commence on 10th December. The Clerk has arranged for the existing metal bench to be relocated to Chipstead Common prior to the installation.
- b) **Sound System.** Cllr de Turberville requested the Council look into having it's own sound system. The Clerk will look into options for the next meeting
- c) **Car parked on Bessels Green** There was a car parked on the Green for several days (on the green rather than on the road). It was felt that the close residents may be concerned if unsightly posts were installed (Brittains Common is an example). Councillors will consider ideas for spending to be included in the Annual Questionnaire

216. Finance

- a) **Income Received and Cheques Payable** –the payments for November were resolved.
- b) **Draft Budget for 2019-20** The draft budget for 2019-20 was reviewed. Cllr Dilley questioned the increase in insurance, with Cllr Eastwood explained was a speculative number as our 3 year fixed insurance contract ends in 2019. Cllr Ide confirmed some money should be set aside for next year as it is an Election year. An uncontested election will be charged by SDC at £435 with a contested election costing £3425. Cllr Eastwood will adjust the budget accordingly. The Chairman thanked Cllr Eastwood for his hard work and diligence in producing the numbers and comments that the precept was proposed to decrease despite the increased spending pressures on the Council.

217. Planning Applications

- a) Notices received – Including notification from KCC concerning Covers Farm, Westerham
- b) Applications Granted or Refused – The Council discussed the recent experiences of Development Control Committee. Cllr Dilley and the member of the public opposing the Quarry House development were concerned that the Committee misinterpreted some statements they had made during debate and there was no opportunity to correct the factual inaccuracies during closed debate. A site visit by a few DC members before the meeting might have “enhanced” their understanding of the issues raised by the Parish Council. Cllr Dilley had raised this in his personal capacity with Mr Piper of SDC. Mr London confirmed the Chairman of the committee is looking to allow a right to respond when factually inaccurate statements are made. Cllr Branton expressed concern at the process in terms of totally focussing on planning law, and despite eloquent representations from Councillors and Members of the public, the committee did not take that into account in any way. It was resolved that the Council will continue to object or support planning applications to ensure the views of the Council and Parishioners are represented, even though the District Council do not appear to heed the local advice and views. Cases will only be called to Committee where the Council feels that from the Planners comments there is a likelihood of influencing the decision.

- 218. Resignation of Councillor Ide.** The Chairman paid tribute to Cllr Ide for her 11½ years service on the Parish Council and for her knowledge and hard work on behalf of the Council and the Pavilion Management Committee. Cllr Ide thanked the Chairman for his kind words and wished the Council every success in the future. It was resolved to remove Cllr Ide from the Banking Mandates by virtue of her resignation from the Council

The next meeting was resolved at Monday 7th January

The meeting closed at 21.30

Payments and Receipts for November

| | | | |
|------------|--|-----------|-------------------|
| | Opening Balance | | £48,856.15 |
| 12/11/2018 | FASTER PAYMENTS RECEIPT REF.PATRICK FOSS FROM FOSS+SALTINI FOS | £600.00 | |
| 12/11/2018 | FASTER PAYMENTS RECEIPT REF.CHIPSTEADFC FROM Chip fc | £77.79 | |
| 12/11/2018 | FASTER PAYMENTS RECEIPT REF.CHIPSTEADFC FROM Chip fc | £69.15 | |
| 22/11/2018 | FASTER PAYMENTS RECEIPT REF.WAR MEMORIALS TRUS FROM WAR MEMORIALS TRUST | £2,720.00 | |
| 22/11/2018 | INTEREST PAID AFTER TAX 0.00 DEDUCTED | £3.16 | |
| 30/11/2018 | BANK GIRO CREDIT REF WELH JON LTD, WELHAM JONES | £460.00 | |
| 13/11/2018 | TRANSFER VIA FASTER PAYMENT TO MDH HORTICULTURAL REFERENCE 1508 | | £1,404.44 |
| 06/11/2018 | CHARGES FROM 2018-09-22 TO 2018-10-21 | | £7.50 |
| 13/11/2018 | TRANSFER VIA FASTER PAYMENT TO JGC SPORTSTURF REFERENCE 1339 | | £1,657.86 |
| 13/11/2018 | TRANSFER VIA FASTER PAYMENT TO MDH HORTICULTURAL REFERENCE 1509 | | £192.00 |
| 13/11/2018 | TRANSFER VIA FASTER PAYMENT TO WAYNE HARDY BUILDERS REFERENCE 12 | | £480.00 |
| 13/11/2018 | TRANSFER TO DRM TREES TO CPC012 | | £140.00 |
| 13/11/2018 | TRANSFER VIA FASTER PAYMENT TO STREETLIGHTS REFERENCE 9937 | | £735.11 |
| 13/11/2018 | TRANSFER VIA FASTER PAYMENT TO STREETLIGHTS REFERENCE 9905 | | £117.30 |
| 13/11/2018 | TRANSFER VIA FASTER PAYMENT TO SHAW AND SONS REFERENCE 266643 | | £117.60 |
| 13/11/2018 | TRANSFER VIA FASTER PAYMENT TO EDF ENERGY REFERENCE 673109647889 | | £77.79 |
| 13/11/2018 | TRANSFER VIA FASTER PAYMENT TO CASTLE WATER REFERENCE 1381700 | | £69.15 |
| 13/11/2018 | TRANSFER VIA FASTER PAYMENT TO J HAYTON REFERENCE TRANSFER | | £62.40 |
| 13/11/2018 | TRANSFER VIA FASTER PAYMENT TO MDH HORTCULTURAL REFERENCE 1507 | | £288.40 |
| 13/11/2018 | TRANSFER VIA FASTER PAYMENT TO J HAYTON REFERENCE TRANSFER | | £1,058.44 |
| 13/11/2018 | TRANSFER VIA FASTER PAYMENT TO HMRC REFERENCE 577PV00161414 | | £92.83 |
| 13/11/2018 | TRANSFER VIA FASTER PAYMENT TO STREETLIGHTS REFERENCE 9916 | | £117.30 |
| 13/11/2018 | TRANSFER VIA FASTER PAYMENT TO CHEVENING PARISH COUNCIL REFERENCE CIL | | £23,968.75 |
| 26/11/2018 | DIRECT DEBIT PAYMENT TO SOUTHERN ELECTRIC REF 910036741, MANDATE NO 0005 | | £454.22 |
| | Closing Balance | | £21,745.16 |

Signed as a true record

7th January 2019

Payments to be Resolved at the meeting

| Cheque No | Payee | Reason | Net | VAT | Total |
|-----------|----------------------------|---------------------------------|-----------|---------|-----------|
| 200531 | Chevening Parish Council | CIL payment for War Memorial | £2,020.00 | | £2,020.00 |
| | | Santander Payments | | | |
| 396 | MDH Horticultural Services | Monthly Open Spaces Maintenance | £1,170.37 | 234.07 | £1,404.44 |
| 397 | HMRC | Tax & NI | £98.23 | | £98.23 |
| 398 | J Hayton | Salary | £1,053.04 | | £1,053.04 |
| 399 | MDH Horticultural Services | Monthly Gang Mowing | £240.33 | £48.07 | £288.40 |
| 400 | J Hayton | Expenses | £106.69 | | £106.69 |
| | | | £4,688.66 | £282.14 | £4,970.80 |

Signed as a true record

7th January 2019

Planning Decisions for the meeting

KCC Application

APPLICATION NO: KCC/SE/0495/2018 PROPOSAL: Stabilisation and restoration of Covers Farm Quarry using imported engineering materials to restore the site to grassland, including landscape planting and an ecological receptor area together with a temporary road and ancillary buildings

LOCATION: Covers Quarry, Westerham, Kent

The Parish Council are not aware of any direct impact on the Parish of the proposal and did not feel well enough informed on the application to make any comment.

| Planning Applications for Consideration at the Meeting | | | | | |
|--|---|--|--|------------|--------|
| 18/03260/HOUSE | 51 Bullfinch Lane Riverhead KENT TN13 2EB | Two storey side and single storey rear extensions. | No objection | 05/12/2018 | John E |
| 18/03259/HOUSE | 51 Bullfinch Lane Riverhead KENT TN13 2EB | Single storey rear extension. | No objection | 05/12/2018 | John E |
| 18/03256/HOUSE | 20 Chipstead Park Sevenoaks KENT TN13 2SN | Proposed double storey side extension, to replace existing garage including the removal of existing chimney; proposed single storey front extension with balcony above to replace existing entrance porch with balcony above. Proposed bay window to replace existing bay window to the front. Proposed first floor side extension above utility room. Proposed single storey rear extension, addition of two dormers to the existing bedrooms to the rear. Proposed garden wall with gate to the side. Associated fenestration, roof windows and sun tunnels. Additional driveway access from existing dropped kerb with additional parking. Patio and landscaping works, | We object to the proposal on the scale of the development which will lead to the appearance of terracing. We are unhappy that the extension will bring the property to less than 1 metre from the neighbouring property. | 11/12/2018 | Allan |

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|----------------|--|---|---|------------|--------|
| 18/03550/HOUSE | Ireton Packhorse Road Bessels Green KENT TN13 2QR | Construction of single storey rear extension with rooflight. Changes to existing windows and doors to the rear elevation and new window to Utility. Widening of existing entrance and driveway including ramp to front door and finishes suitable for wheelchair use. | Support - This proposal is making improvements for the benefit of the occupants and is well shielded from the road. | 15/12/2018 | John B |
| 18/03591/HOUSE | The Grange Chipstead Place Gardens Sevenoaks KENT TN13 2RD | Demolition of existing conservatory. Erection of single storey rear extension with rooflights. Conversion of garage into habitable space and loft conversion with dormer windows. Alterations to fenestration. | No objection | 17/12/2018 | Howard |

| SDC Decision on Previous Planning Applications | | | | | |
|--|---|--|--|---------|---------|
| SE/18/02012/FUL | Land west of 34 Witches Lane Riverhead TN13 2AX | Erection of a new dwelling west to existing house. Reconfiguration of existing garage. Moving the proposed development Eastwards | Objection Overcrowding, insufficient parking. The road cannot sustain more traffic. The residents of no 34 were very concerned about the impact on bats when the development of 36 was proposed and the same concerns must prevail here. | Andy | Granted |
| 18/02368/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. | Object. The application will convert a bungalow into a 2 storey house. The resultant works will overlook the house and garden of the next door bungalow. Loss of privacy and loss of light. | John B | Granted |
| 18/02230/FUL | Quarry House Chipstead Lane Sevenoaks KENT TN13 2RG | Demolition of existing shed. Erection of 4 bedroom detached dwelling with new access. | Object on the grounds that the plans need to be revised to provide sufficient space for vehicles to be able to turn around on the property. This is necessary as there is no space to turn on the narrow road outside the house and any vehicles which reverse out of the house would then have to reverse around a blind corner to gain access to the highway | Howard | Granted |
| 18/02616/HOUSE | Two Rivers Stairfoot Lane Chipstead Kent TN13 2RS | Alterations and repairs to boundary wall | Support. It will enhance the general appearance of the area and returning the wall to its original state. | Barbara | Granted |