



CHEVENING PARISH COUNCIL

Judith Hayton - Clerk

16 Beaconfields Sevenoaks Kent TN13 2NH

Tel: 07981 759255 E-mail: Clerk@cheveningparishCouncil.gov.uk

Minutes of the Council Meeting of Chevening Parish Council, held at 7.30pm on Monday 3rd February 2020

at the Recreation Ground Pavilion, Chevening Road, Chipstead TN13 2SA

Present:	Mr A Clark	Chairman
	Mr J Branton	Vice-Chairman
	Mr N Clark	Councillor
	Mr A de Turberville	Councillor
	Mr J Eastwood	Councillor
	Mr J Firmager	Councillor
	Mrs L Weavers	Councillor
	Mr N Williams	Councillor
In Attendance:	Mrs J Hayton	Clerk
	Members of the Public	0
	Mr J London	SDC
Apologies	Ms R Burgess	Councillor

19. Apologies and Absences –

Apologies were received from Councillor Burgess and accepted by the Chairman

20. Declarations of interest or lobbying –

there were no declarations of interest or lobbying regarding items on this agenda

21. Minutes of Previous Meeting –

the minutes of the meeting on 13-1-20 previously agreed by email were resolved by the Council as a true record and signed by the Chairman as such

22. Questions from the Public –

there were no questions from the public

23. Open Spaces

a) Open Space Inspection

The Clerk had received an email from a resident offering to cut the Ivy on the trees down Sailing Club Rd. The Council thanked parishioner for their ongoing support and gratefully accepted their kind offer

b) Playground Inspection

there were no issues reported with playground

c) Chipstead Rec

the Council debated a request from the Football Club that all dogs should be kept on leads to further control the fouling on the Rec. The Council felt that it was a public recreation ground and many people used it to exercise their dogs and therefore such a request was inappropriate. The Clerk confirmed that the Council has already put notices up, provided bags and bins in the recreation ground. The Clerk will monitor over the coming months with our Open Spaces contractor.

d) Chipstead Common

The Council felt that Amherst and the Football Clubs who play on the Common (previously Riverhead Angels and more recently Chipstead FC) have co-existed quite happily with no issues for many years. The Council did not feel that they were in anyway equipped to determine whether the pitch should be played on or not and therefore the Council felt it was between the two teams to sort out a way forward rather than involving the Council. If they determine the Common is fit to play on, they should play

24. Flood Risk

The Chairman updated on a meeting held at the lagoon which is the main flood risk to Chipstead. The lagoon is currently restricted by scaffold boards to prevent greater flow of water flowing into Chipstead and to stop it flooding. The Chairman confirmed that he had been quoted maximum £1000 to put a permanent fix in to reduce the diameter of the exit pipe. The Council resolved to write to the three potential owners of the lagoon (as this is not currently clear), Chevening Estates, Matthews and Darent River Ballast Company confirming that Parish Council wish to take this action and to pay to for it resolve the issue once and for all to prevent any further flooding

25. Annual Assembly

The Council debated whether to include a crossing at Bessels Green in the questionnaire. Parishioners were going to raise a petition in support of this but none has been seen. The Clerk mentioned the petition with almost 300 signatures from Amherst School parents wanting a traffic crossing in Witches Lane. The Council felt as the school is part of Riverhead PC it is Riverheads responsibility to support this initiative and not Chevening PC. The proposed bus shelter at Chipstead Corner was also discussed. It was resolved to go ahead with looking to install a new shelter there as the questionnaire in 2019 effectively gave the Council the mandate to put in a bus shelter in that location. The Chairman will produce his first draft report and letter for the next meeting on the 2nd March

26. 75th Anniversary of VE Day

The Council discussed the 75th anniversary at length. Cllr de Turberville mentioned that he has been given a photograph of a street party in Larkfield Road commemorating the end of 2nd World War. The Council felt that should the residents of Bessels Green wish to have some form of commemoration the Council would support that initiative but the Councils financial investment would be in a street party on Chevening Rd in Chipstead. As the event will be early May the weather will be uncertain and therefore the Council will look to hire marquees for the day. The Clerk confirmed that she had seen nothing from KCC concerning road closures and if we had to apply to close the road it would cost in the region of £600. For the recent Royal wedding KCC allowed a blanket road closure and therefore there was no cost involved. It was resolved that the Council would allow a budget of up to £1945 for the event it was suggested tables could be sold for £19.45 each

27. Bringing the Pavilion financials under the control of the Parish Council

The Council rejected any proposal what to simplify the charging structure for the Football and Cricket Clubs along its current lines and want to introduce a day rate/ half day rate/ hourly rate for the clubs so that they do not presume ownership for any period for which they pay the rent. There was a debate around the utilities and how to ensure that they are proportioned fairly and correctly within the fees charged. Cllr Clark and the Clerk will sit down and go through the financials to try and develop a workable model

28. Correspondence Received and General Issues

a) Light Up a Life.

The Council noted that the Light Up a Life service on Chipstead Green on 9th December raised £279.09 for the Hospice in the Weald.

b) The Council acknowledged the Letters of thanks

from Sevenoaks Volunteer Transport for the donation and Cheshire Home for putting the posts on the corner of Sailing Club Road

29. General Information and proposals for Future Agenda Items

a) Great British Spring Clean

the Clerk had distributed details of the great British Spring Clean which is taking place across the UK. The Council felt as we have people doing this already there was no point in joining the campaign

b) Planter to protect the bike racks

it was resolved to purchase a planter to protect the bike racks with a maximum spend of £100

c) Update on Parish Council purchases –

new hand dryers have been installed in the pavilion as resolved at the previous meeting Ian Fox has been hugely helpful in giving advice and guidance as to the type of PA system to buy the Council has now purchased a PA system within budget according to his recommendations and the Chairman thanked him for his efforts

d) Halstead Green Belt Group –

Councillors Weavers and Firmager and the Clerk attended this meeting on Tuesday 28th January. Councillor Weavers said what a worthwhile presentation it was especially from the London Green Belt Group and it was resolved to find out more information about that group and join it if possible

e) Family Fun Day –

booked for Friday 21st August. The Chairman asked about the Fun Day and whether it involves much effort. Councillor Branton confirmed that the fun day was very easy to put together. The Clerk confirmed that she bought all of the food and drink which is provided on the day. 2 volunteers very kindly helped her make tea and wash up it was resolved to use the same entertainment as we had last year which cost £750 and involved a number of sporting events together with the other free activities arranged by the Clerk and SDC.

f) CPRE –

the Chairman confirmed he would be the contact point for CPRE going forward

g) Rotary Club –

The Council thanked the Rotary Club for their kind offer to plant bulbs on Chipstead Green and resolved to accept

h) Bank Accounts –

Cllr Eastwood and the Clerk are currently reviewing all the PC's accounts and are looking to migrate number of the accounts to interest bearing where funds are not required immediately. The Council confirmed their confidence in the Head of the Finance Working Party and the RFO to make such decisions without prior agreement from the Council

i) Email from Anglers re the Sailing Club.

The Anglers had sent an email regarding water levels in Chipstead Lake. It was resolved the Chairman would talk to the Sailing Club to find out what is actually happening. Cllr London stated his belief that only the Environment Agency can take action which reduces dramatically the levels within Chipstead Lake

j) Streetlights

the Clerk confirmed that she had contacted two other companies concerning quotes for converting our street lights to LEDs. Cllr de Turberville offered to attend these meetings also to aid with the evaluation of the best option for the Parish Council which will then be discussed at the annual assembly

30. Finance Appendix 1

a) Income Received and Cheques Payable –

the payments for February were resolved and the Payments and Receipts for January reviewed

31. Planning Applications Appendix 2

a) Notices received and responses

b) Applications Granted or Refused –

Circulated for information and Chairman to report

The meeting closed at 21.45

Payments and Receipts made in January – Appendix 1

	Opening Balance	£63,677.02
08/01/2020	VAT Refund REF HMRC VTR, XWV126000106443	£3,082.46
13/01/2020	Burial Fees REF.WATKINS NEF 21 F	£545.00
17/01/2020	Burial Fees Breething 607	£327.50
22/01/2020	INTEREST PAID AFTER TAX 0.00 DEDUCTED	£4.45
07/01/2020	CHARGES FROM 2019-11-22 TO 2019-12-21	£7.50
14/01/2020	TRANSFER VIA FASTER PAYMENT TO SEVENOAKS DISTRICT COUNCIL REFERENCE 158460	£737.88
14/01/2020	TRANSFER VIA FASTER PAYMENT TO HMRC REFERENCE 577PV00161414	£188.99
14/01/2020	TRANSFER VIA FASTER PAYMENT TO SEVENOAKS DISTRICT COUNCIL REFERENCE 2055661	£12.00
14/01/2020	TRANSFER TO DRM TREES TO 16	£240.00
14/01/2020	TRANSFER VIA FASTER PAYMENT TO J HAYTON REFERENCE EXPENSES	£83.97
14/01/2020	TRANSFER VIA FASTER PAYMENT TO A J R CLARK REFERENCE EXPENSES	£44.00
14/01/2020	TRANSFER VIA FASTER PAYMENT TO MDH HORTICULTURAL SERVICES REFERENCE 1846	£293.88
14/01/2020	TRANSFER VIA FASTER PAYMENT TO J HAYTON REFERENCE SALARY	£962.28
14/01/2020	TRANSFER VIA FASTER PAYMENT TO MDH HORTICULTURAL SERVICES REFERENCE 1847	£1,431.13
14/01/2020	TRANSFER VIA FASTER PAYMENT TO SEVENOAKS VOLUNTEER TRANSPORT REFERENCE DONATIOCHEVENINGPC	£100.00
14/01/2020	TRANSFER VIA FASTER PAYMENT TO EDF ENERGY REFERENCE 673109647889	£81.95
14/01/2020	TRANSFER VIA FASTER PAYMENT TO MDH HORTICULTURAL SERVICES REFERENCE 184800	£998.40
14/01/2020	TRANSFER VIA FASTER PAYMENT TO TREECRAFT REFERENCE 12865	£1,062.00
14/01/2020	TRANSFER VIA FASTER PAYMENT TO JV GEER REFERENCE 26046	£168.00
28/01/2020	DIRECT DEBIT PAYMENT TO SOUTHERN ELECTRIC REF 910036741, MANDATE NO 0005	£459.50
	Closing Balance	£60,764.95

Payments agreed for February Appendix 1

Santander Payments					
585	MDH Horticultural Services	Monthly Open Spaces Maintenance	£1,192.61	£238.52	£1,431.13
586	HMRC	Tax & NI	£188.99		£188.99
587	J Hayton	Salary	£962.28		£962.28
588	J Hayton	Phone	£6.33		£6.33
589	MDH Horticultural Services	Monthly Gang Mowing	£244.90	£48.98	£293.88
590	Washroom Hub	New hand dryers for Pavilion	£249.97	£50.00	£299.97
591	HSW Timber	Posts for Chipstead Common (Barnfield Rd)	£20.91	£4.18	£25.09
592	Gear4music	Amplifier speaker & microphones	£290.65	£58.14	£348.79
593	MDH Horticultural Services	Posts on Sailing Club Road	£210.00	£42.00	£252.00
594	DRM Trees	Tree work from tree inspection	£877.50		£877.50
595	Streetlights	Quarterly maintenance contract	£612.59	£122.52	£735.11
596	Kevin Douglas	New barrier at Chipstead Rec	£580.00	£116.00	£696.00
597	Paul Richardson	Window Cleaning at Pavilion	£30.00		£30.00
598	VC Handyman	Repair to sluice Fit Hand dryers in Pavilion	£150.00		£150.00
599	DRM Trees	Fallen branch in new field	£180.00		£180.00
600	Chevening Parish Council	Transfer to Nat West	£100.00		£100.00
					£0.00
			£5,896.73	£680.34	£6,577.07

Planning Applications Considered at the Meeting Appendix 2

19/03581/HOUSE	12 Bullfinch Close Sevenoaks KENT TN13 2BB	Proposed two storey side extension	Objection – Over bearing nature of proposal. Loss of light to neighbours. Overlooking/loss of privacy for neighbours.	Andy	
20/00054/CONVAR	The White House Windmill Farm Chevening Road Chipstead KENT TN13 2SA	Removal of condition 3 (Permitted Development Rights) of 18/03854/HOUSE -single storey rear extension and alterations to part of the roof structure to raise eaves and ridge height. Installation of dormer windows and velux windows.	No objection	John B	
20/00108/LBCALT 20/00107/HOUSE	4 Morants Court Morants Court Road Dunton Green KENT TN14 6HD	Proposed replacement of a selection of windows & replacement of a section of the non original south west facing second floor.	No objection subject to the sensitivity of the listed building status	Nick	
20/00135/HOUSE	9 Woodfields Chipstead KENT TN13 2RA	Erection of single storey rear extension with 3 rooflights.	No objection	Nigel	
20/00196/CONVAR	Monique's Montessori Day Nursery 41 Chipstead Lane Sevenoaks KENT TN13 2AJ	Removal of condition 2 (permission hereby granted shall enure only for the benefit of the applicant) of 01/00443/FUL to Change of use A1 shop to day nursery for 21 children.	No objection	John E	
KCC/SE/0495/2018	Covers Quarry	CPC object on the grounds of traffic generation & highway safety. The potential impact on the Parish of traffic using the A25 (and A25/A21 accident black spot), together with the risk in times of severe traffic congestion of even more heavy lorries through the village as a result of the increased traffic from this development			
SDC Decisions on Previous Planning Applications					
19/03257/HOUSE	36 Bullfinch Dene Sevenoaks KENT TN13 2BA	Proposed loft conversion with crown top dormer/s to front & rear elevations and alterations to fenestration	No objection	Allan	Granted
19/03308/HOUSE	5 Larkfield Road Bessels Green KENT TN13 2QH	Demolition of garage and store and erection of a two storey side and part single, part two storey rear extensions. Alterations to fenestration	No objection	Nigel	Granted