



Chevening Parish Council

**Minutes of the Ordinary Meeting of the Parish Council
held on Monday 6th November 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 J Eastwood	Councillor
	Mr J London	Councillor
	Ms J Nielsen	Councillor
	Mrs L Weavers	Councillor
	Mrs V Woodruff	Councillor
	Ms S Robinson	SDC
	Mrs J Hayton	Clerk
	Members of the Public	2
Apologies	Mr A de Turberville	Councillor
	Mr J Jarrett	Councillor

149 **Apologies and Absences**

Apologies were received from Cllrs de Turberville and Jarrett and duly accepted by the Chairman. Cllr Alger from SDC also sent her apologies

150 **Declarations of interest or lobbying**

There were no declarations of interest or lobbying that have not been notified previously

151 **Minutes of Previous Meeting**

The minutes of the meeting on 2nd October 2023 previously agreed by email were formally resolved by the Council and signed by the Chairman as a true record

152 **Updates from KCC.**

Cllr Chard was not present at the meeting and therefore provided no updates

153 **Updates from SDC**

Cllr Alger had sent her apologies as she was unwell, but she has an update ON Voter ID and postal voting which she will provide at the meeting in January

Cllr Robinson then spoke about the papers she had shared with the Council prior to the meeting. She had put together an update around the Local Plan and potential issues for Chevening residents. The Consultation goes live on 23rd November running through to January. The Chairman advised SDC will be sending out promotional material and links for Parishes to share. There will also be pop up meetings for the public to attend

Cllr Robinson has been actively involved in the issues around Covers Farm and the pollution impact on the residents of Brasted and Sundridge along the A25. There are 80 listed buildings and the noise and vibration are a threat to buildings and the environment. Cllr Robinson asked for suggestion as to how to better manage the constant issues with utility works along the A25 (specifically Sundridge) – she has asked for the A25 to be recognised as a critical route – especially

for lorries. The Council suggested KCC insist on much larger signage with emergency numbers (for when the lights stop working) and that KCC should enforce the speedy resolution of any reported issues.

Cllr Robinson is pressing SDC for a much more transparency in their meetings (including keeping and making available recordings of committee meetings, and the introduction of electronic voting which should expedite meetings).

Cllr Robinson has proposed the District Council should create a procurement policy which she believes will create savings for the Council going forward

154 Questions from the Public

A member of the public asked whether there was any possibility of campaigning to get a bus service through Chipstead - especially going towards Farnborough Hospital for people without ULEZ compliant cars. The District Councillors of Riverhead and Dunton Green have managed to get a bus service from Tesco's in Riverhead to Farnborough/Bromly, but for the elderly who are unable to walk to Tesco's this still leaves the issue of getting from Chipstead to Riverhead. The Chairman suggested a petition to gauge support for the service.

A member of the public mentioned the local rivers seem to have a lot of foliage in them. The Council explained the riparian responsibility of landowners to keep waterways clear. The EA used to keep 80% of the waterways flowing but more recently they only clear if the waterways are blocked, not as a routine clearance

The question of parking on the pavement was raised as this is an issue around parking for the George & Dragon where customers regularly park on pavements which makes walking with buggies/wheelchairs

A member of the public raised that a car transporter had been photographed going through Chipstead and expressed surprise the police had not been contacted by the Council. The Clerk confirmed that it was not a police matter and the Council did not report items of hearsay – the person who saw the incident must report it themselves. The member of the public then asked the Council to write to Garmin and Tom-Tom to ask them to remove the route from their HGV Sat Nav's. The Council agreed.

155 Open Spaces

a Open Space Inspection

There were issues with open spaces

b Playground Inspection

There were no raised issues with the playground

156 The Council's Asset Register, Insurance Cover, Standing Orders & CCTV Policy were reviewed and resolved.

The Clerk asked for details of any local chartered surveyors who could value the Pavilion as it has not been valued since it was built. The War Memorial should also have an up to date valuation for replacement

157 Draft budget for 2024-5

Cllr Eastwood presented the draft budget and proposed a precept increase from £70000 to £71500. Cllr London suggested that as the increase is so relatively small was there any flexibility to keep the precept at £70,000 and therefore not increase for parishioners. Cllr Eastwood and the Clerk will revisit the budget to see where savings could be made.

158 Clerk's Salary.

The salary increase for clerks has just been agreed by the Union. Cllr Eastwood explained the process by which the pay rise for 2022-3 and 2023-4 has been arrived at and the impact of the clerk's salary. His increase has already been factored into the budget and therefore the Council resolved the increase purely as a matter of record

159 Unity Trust Bank

Following the ongoing issues being experienced with handling the Council's payments by Santander the Clerk proposed opening an "operational" account with Unity Trust Bank for the

Council's payments. They have an input and separate release function for online payments which would enable the two signature verification as the Council has now. Cllr Eastwood proposed to open the account and for the Clerk, Cllr Eastwood and the Chairman to work out the details of how the account should operate. The Council unanimously resolved this proposal

160 Request for grant from Beams

Cllr Eastwood expressed concern that the Council is getting an increasing number of requests for donations/funding and the Council should always be cognizant that it is Parishioners money and they need to spend it wisely and appropriately. The Council felt that since some of Beams activities involved Wealden Sailability, the Council already supported that charity with its support for the Dragon Boat Festival and therefore a further donation would not be appropriate

161 Request from HedgehogsRus to provide Hedgehogs highways for residents (£150 for 50)

As there has been no requests or recent interest from Parishioners concerning hedgehogs, this would not be an appropriate use of Council funds. There is a resident of Witches Lane (Riverhead) who is very involved with hedgehogs and the Council felt supporting local initiatives is preferable to national ones.

162 Trees

Following 2 requests for tree work to be done the Council debated the merits of each. The works on the Recreation Ground had been viewed by Cllrs Nielsen and Woodruff and they felt the work (if deemed necessary) could be done by a small working party. They will arrange to meet the Chairman there to review and discuss. It was resolved to lift the crowns on the trees at Chipstead Common

163 Correspondence Received and General Issues

a) Cllr Nielsen asked whether, as the Churchyard is closed and the Council pays its maintenance, Parish Council permission is required to establish a "Forest School" in the Churchyard. The Clerk was tasked with contacting the Church

b) The question of the restoration of the bell above the Parish Hall was raised, as it is currently in storage. The clerk was tasked with contacting the Church

c) The brownies have offered to help with activities around Chipstead and Chevening. The Council felt that litter picking (on the Recreation Ground or on Chipstead Green where it can be done safely) would be a great help

164 General Information and proposals for Future Agenda Items

The Clerk mentioned the Chevening Mailer and whether anyone had volunteered to take it on. Cllr Firmager mentioned that under GDPR any initial contact should be a confirmation from recipients they still want to receive it (as the last email was almost 2 years ago). An article in the Chevening News asking for someone to take it on was felt to be a good way forward.

165 Finance

Income Received and Cheques Payable

The payments for November were approved and the Payments and Receipts for October reviewed

166 Planning Applications

a Applications for consideration by the Council. There were no new applications for consideration

b Applications granted or refused were reviewed

Payments and Receipts for October

	Opening Balance	£78,322.92
05/10/2023	2023-3 SEASON FROM CHEVENING AMBLERS	£833.33
05/10/2023	2023-2 SEASON FROM CHEVENING AMBLERS	£833.33
05/10/2023	2023-1 SEASON FROM CHEVENING AMBLERS	£4,166.65
06/10/2023	BANK GIRO CREDIT REF HMRC VTR, XWV126000106443	£4,912.35
16/10/2023	POTTER WILGOOSE FROM BURSLEM MEMO LTD	£220.00
20/10/2023	CHEQUE PAID IN AT SEVENOAKS HS	£200.00
23/10/2023	2023-3 SEASON FROM CHEVENING AMBLERS	£2,575.00
30/10/2023	TRANSFER FROM IPA REFUND, REFERENCE 137700	£100.00
30/10/2023	TRANSFER FROM IPA REFUND, REFERENCE 137698	£100.00
30/10/2023	TRANSFER FROM IPA REFUND, REFERENCE 137695	£100.00
30/10/2023	TRANSFER FROM IPA REFUND, REFERENCE 137693	£862.68
30/10/2023	TRANSFER FROM IPA REFUND, REFERENCE 137691	£1,000.00
30/10/2023	TRANSFER FROM IPA REFUND, REFERENCE 137690	£20.00
30/10/2023	TRANSFER FROM IPA REFUND, REFERENCE 137689	£20.00
30/10/2023	TRANSFER FROM IPA REFUND, REFERENCE 137682	£75.00
30/10/2023	TRANSFER FROM IPA REFUND, REFERENCE 137675	£360.00
30/10/2023	TRANSFER FROM IPA REFUND, REFERENCE 137672	£504.00
30/10/2023	TRANSFER FROM IPA REFUND, REFERENCE 137671	£221.76
30/10/2023	TRANSFER FROM IPA REFUND, REFERENCE 137665	£100.00
30/10/2023	TRANSFER FROM IPA REFUND, REFERENCE 137668	£100.00
30/10/2023	TRANSFER FROM IPA REFUND, REFERENCE 137663	£100.00

30/10/2023	TRANSFER FROM IPA REFUND, REFERENCE 137662	£770.14
30/10/2023	TRANSFER FROM IPA REFUND, REFERENCE 137661	£386.10
30/10/2023	TRANSFER FROM IPA REFUND, REFERENCE 137659	£530.00
30/10/2023	TRANSFER FROM IPA REFUND, REFERENCE 137656	£1,830.07
30/10/2023	TRANSFER FROM IPA REFUND, REFERENCE 137653	£1,142.13
04/10/2023	GOCARDLESS REF KENTCABLES-77MEMBH, MANDATE NO 0008	£30.00
05/10/2023	SPECTULISE REFERENCE 9753	£360.00
05/10/2023	MAZARS LLP REFERENCE CHEV187651	£504.00
05/10/2023	ST JOHNS AMBULANCE REFERENCE SP23007120	£221.76
05/10/2023	DARENT RIVER PRESERVATION SOCIETY REFERENCE CHEVENING PC	£20.00
05/10/2023	SEVENOAKS DISTRICT COUNCIL REFERENCE 2085026	£862.68
05/10/2023	CHLPSTEAD CHAPEL CHARITY REFERENCE REFUND	£75.00
05/10/2023	KENT SURREY AND SUSSEX AIR AMBULANCE REFERENCE CHEVENING PC	£100.00
05/10/2023	SEVENOAKS VOLUNTEER TRANSPORT REFERENCE CHEVENING PC	£100.00
05/10/2023	KENT COUNTY PLAYING FIELDS ASSOC REFERENCE CHEVENING PC	£20.00
05/10/2023	JCG SPORTSTURF REFERENCE SI485	£1,000.00
05/10/2023	SEVENOAKS SAMARITANS REFERENCE CHEVENING PC	£100.00
05/10/2023	CITIZENS ADVICE BUREAU REFERENCE CHEVENING PC	£100.00
05/10/2023	SEVENOAKS CPR CHARITY REFERENCE CHEVENING PC	£100.00
05/10/2023	VICTIM SUPPORT REFERENCE CHEVENING PC	£100.00
05/10/2023	J HAYTON REFERENCE TRANSFER	£770.14
05/10/2023	MDH HORTICULTURAL SERVICES REFERENCE 2914	£386.10

05/10/2023	J HAYTON REFERENCE TRANSFER	£1,142.13
05/10/2023	HMRC REFERENCE 577PV00161414	£530.00
05/10/2023	MDH HORTICULTURAL SERVICES REFERENCE 2913	£1,830.07
09/10/2023	EDF ENERGY REF 673109647889, MANDATE NO 0009	£8.00
10/10/2023	J HAYTON REFERENCE TRANSFER	£1,142.13
10/10/2023	HMRC REFERENCE 577PV00161414	£530.00
10/10/2023	MDH HORTICULTURAL SERVICES REFERENCE 2913	£1,830.07
11/10/2023	CHARGES FROM 2023-08-22 TO 2023-09-21	£7.50
17/10/2023	CASTLE WATER LTD REF 546134, MANDATE NO 0011	£5.80
23/10/2023	KENT COUNTY PLAYING FIELDS ASSOC REFERENCE CHEVENING PC	£20.00
23/10/2023	SEVENOAKS DISTRICT COUNCIL REFERENCE 2085026	£862.68
23/10/2023	JCG SPORTSTURF REFERENCE S1485	£1,000.00
23/10/2023	DARENT RIVER PRESERVATION SOCIETY REFERENCE CHEVENING PC	£20.00
23/10/2023	CHIPSTEAD CHAPEL CHARITY REFERENCE REFUND	£75.00
23/10/2023	SPECTULISE REFERENCE 9753	£360.00
23/10/2023	MAZARS LLP REFERENCE CHEV187651	£504.00
23/10/2023	ST JOHNS AMBULANCE REFERENCE SP23007120	£221.76
23/10/2023	SEVENOAKS VOLUNTEER TRANSPORT REFERENCE CHEVENING PC	£100.00
23/10/2023	KENT SURREY AND SUSSEX AIR AMBULANCE REFERENCE CHEVENING PC	£100.00
23/10/2023	SEVENOAKS SAMRITANS REFERENCE CHEVENING PC	£100.00
23/10/2023	CITIZENS ADVICE BUREAU REFERENCE CHEVENING PC	£100.00
23/10/2023	VICTIM SUPPORT REFERENCE CHEVENING PC	£100.00
23/10/2023	SEVENOAKS CPR CHARITY REFERENCE CHEVENING PC	£100.00
23/10/2023	J HAYTON REFERENCE TRANSFER	£770.14
23/10/2023	MDH HORTICULTURAL SERVICES REFERENCE 2914	£386.10

23/10/2023	HMRC REFERENCE 577PV00161414	£530.00
23/10/2023	MDH HORTICULTURAL SERVICES REFERENCE 2913	£1,830.07
23/10/2023	J HAYTON REFERENCE TRANSFER	£1,142.13
30/10/2023	SSE ENERGY SUPPLY REF 0014194, MANDATE NO 0013	£373.09
30/10/2023	VEOLIA ES UK LTD REF 04937801, MANDATE NO 0010	£29.74
	Closing Balance	<u>£79,785.37</u>

Payments for November

			Santander Payments		
1175	MDH Horticultural Services	Open Spaces	£1,525.06	£305.01	£1,830.07
1176	HMRC	Tax & NI	£530.00		£530.00
1177	J Hayton	Salary	£1,142.13		£1,142.13
1178	MDH Horticultural Services	Gang mowing	£321.75	£64.35	£386.10
1179	J Hayton	Expenses	£514.12	£45.44	£559.56
1180	MDH Horticultural Services	Additional grass cutting	£590.00	£118.00	£708.00
1181	Andrew Baker	Bus shelter	£2,930.00	£586.00	£3,516.00
1182	DRM Trees	Tree work following inspection	£3,050.00	£610.00	£3,660.00
1183	Oliver Hoad	Base for bus shelter	£320.00		£320.00
1184	Chipstead Pavilion Management	50% of Amblers Rental	£1,387.50		£1,387.50
					£14,039.36

Signed as a true record

8th January 2024

Planning Applications

23/02293/HOUSE	54 Chipstead Park Sevenoaks Kent TN13 2SH	Widening the existing garage with a pitched roof. Garden outbuilding.	No Objection	Jason	Granted
23/02363/FUL	28 Bullfinch Dene Sevenoaks Kent TN13 2BA	Erection of new dwelling together with access and parking	Object 1) The siting and layout of the two storey detached proposed dwelling, would fail to conform to the existing pattern of development in the area. The proposed dwelling would be out of keeping with the prevailing building line along this part of Bullfinch Dene. The introduction of a two storey dwelling would be out of keeping with the existing pattern of development in the locality. The proposal therefore fails to comply with policy SP1 of the Sevenoaks Core Strategy and policy EN1 of the Sevenoaks Allocation and Development Management Plan. 2) The proposal would be introducing significant bulk and mass of a new two storey dwelling within close proximity to the existing property, number 28 Bullfinch Dene. The proposal would cause a harmful visual intrusion, oppressive and overbearing relationship and a loss of outlook from habitable rooms of number 28. As such the proposal would be contrary to policy EN2 of the Sevenoaks Allocation and Development Management Plan.	Nigel	Granted
23/02421/HOUSE	6 Sandilands Sevenoaks Kent TN13 2SP	Front, side and rear ground floor extensions to create first floor. Raise roof with dormers and rooflight, chimney removal. Alteration to vehicular access. Demolition of garage.	Object Overdevelopment of site from 2 bedroom bungalow to a 4 bedroom house Changes to street scene (the other houses with dormers are at the either ends of the road and none are in the middle) Overlooking and lack of privacy.	John E	Granted
23/02454/HOUSE	176 Chesterfield Drive Sevenoaks Kent TN13 2EH	Single storey front extension, single storey rear extension, first floor side extension. Two storey rear extension, garage conversion, alterations to external materials and alterations to fenestration	No comment	John E	Granted
23/02463/HOUSE	13 Chipstead Park Sevenoaks Kent TN13 2SL	Construction of a single storey rear extension with roof light and a detached garage.	No objection	Allan	Granted
23/02141/HOUSE	28 Larkfield Road Bessels Green Sevenoaks Kent TN13 2QJ	Installation of an air source heat pump	No objection	Jason	Refused