

# CHEVENING PARISH COUNCIL

Judith Hayton - Clerk

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Minutes of the Zoom Council Meeting of Chevening Parish Council,  
held at 7.30pm on Tuesday 6<sup>th</sup> April 2021

Present:	Mr N Williams	Chairman
	Mr J Branton	Vice-Chairman
	Ms R Burgess	Councillor
	Mr N Clark	Councillor
	Mr A de Turberville	Councillor
	Mr J Eastwood	Councillor
	Mr J Firmager	Councillor
	Mr J Jarrett	Councillor
	Mrs L Weavers	Councillor
	Mrs J Hayton	Clerk
	Mr J London	SDC
	Members of the Public	4

## 59 Apologies and Absences

All Councillors were present and therefore there were no apologies for absence

## 60 Declarations of interest or lobbying

Cllr Jarrett declared his interest in matters pertaining to the Football Club and Cllrs Weavers and Firmager took no part in the discussion on agenda item 65

## 61 Minutes of Previous Meeting

The minutes of the meeting on 1-3-21 previously agreed by email were formally resolved by the Council and signed by the Chairman as a true record.

## 62 Questions from the Public

There were 4 questions raised by one member of the Public

The apparently abandoned football equipment behind the storage containers on the Recreation Ground.

Cllr Jarrett confirmed that should the Council resolve to grant the Football Club additional storage (minute 64h) those items would either be stored in the Container or appropriately disposed of at the tip

The brambles on Sailing Club Road.

The Clerk mentioned this was on the agenda and the Council's response is recorded as minute 64d

Communication  
The subject of the Parish Council creating it's own newsletter was again raised by the member of the public. The Clerk and Cllr Burgess both confirmed that simply because you have emails for people does not mean you can send them unsolicited email, in fact it is against the law to do so. Cllr Burgess also commented that it is important to have something worthwhile to say, in order to keep peoples interest in the communication being sent out. Cllr de Turberville mentioned the difficulty (as editor of the Chevening News) in getting input from people. Cllr Burgess suggested that using Twitter and Instagram were a much more effective way of communicating. The Council resolved to put the links to it's website and Facebook page on all noticeboards and to include the details of how to contact the Council in the Annual letter which is a physical letter which goes to all Parishioners

## Willow Farm

The Parishioner had been informed that a Planning Application had been submitted for Willow Farm for a change of use to a hostel. The Clerk confirmed the only application the Council had received was to put in extra bedrooms and an office. Cllr London confirmed that if it was to be used as a hostel a change of use planning application would need to be submitted to SDC

## 63 Updates from KCC.

Cllr Chard had 2 points which he wanted to raise then opened the floor to questions from the public Chevening Parkland.

Although KCC Highways had raised no objection to the development as it is considered by Highways to be under the threshold for "severe" impact of air quality (although there is no legal definition of what severe is), Cllr Chard does not agree with what Highways have said. Cllr London confirmed that if KCC have not objected then the planners would be foolish to turn down an application for that reason as they would certainly lose on appeal. Cllr Chard hopes that other planning reasons (AONB and Green Belt) will be better planning reasons to turn it down. He also confirmed that Highways do not take into account the cumulative effect of all the lorry movements on the various proposals for which they have offered no objection. They take the current position as a baseline and disregard all other planning proposals.

### Flooding

Cllr Chard confirmed he is happy to help in any way he can and requested the Clerk contact him with any concerns about timescales.

There were no additional questions from the public for Cllr Chard

## 64 Open Spaces

### a Open Space Inspection

There were no issues raised with open spaces

### b Playground Inspection

The Clerk confirmed the handles installed on multiplay equipment and no further comments received

### c Request from parishioner to allow only dogs on leads in the Burial Ground

The Clerk confirmed that the Council's Contractors have confirmed that dog mess is an issue in the Burial Ground and Churchyard. The Council debated whether a sign should be put up to ban all dogs, however this was felt to be draconian and unfair if someone is visiting the Burial Ground with a pet for comfort. It was resolved to put up a sign on the gate "Please show respect and keep dogs on leads when visiting the Burial Ground"

### d Clearing the bank on Sailing Club Road.

The Council resolved to pay MDH to dig out the brambles. Cllr Weavers requested they burn the debris rather than hiring a skip and the Council resolved this action. The Clerk raised whether the Council should plant wild flower seeds on the verge and further up Sailing Club Road to encourage bees. It was suggested that the School may want to be involved and the Clerk will contact the Head to see if the children would want to plant and tend to the seeds.

### e Sports Clubs

Following the Council receiving a further grant from SDC for the latest lockdown, it was unanimously resolved to waive rental charges for the Sports Clubs for the 2021-2 season.

### f Football Hut on the Common.

The Football Hut is currently covered in felt which has been badly damaged by people climbing on the roof in the past and has a limited life span. The Clerk obtained a quote of £1150 to over clad the rook in metal which will be much more durable. Cllr Burgess commented she was in full agreement with the proposal providing the roof was in keeping. The Council resolved the proposal with that proviso

### g Request to put a bouncy castle on the Rec for a child's birthday party

The Clerk confirmed that the specific request itself was not relevant as there was cricket on the Recreation Ground at the time – however the Clerk requested a ruling from the Council as to

whether allowing bouncy castles for private individuals on the Recreation Ground was something the Council would sanction. The Council debated this and resolved that allowing bouncy castles for events such as the SDC Fun Day which are run by an organisation with their own insurance and risk assessment protocols is permitted on Council land, but allowing them for individual families, or groups of families for private events is not

#### h Request from the Football Club to put a third storage container on the Rec

Alan Black as Chair of the Football Club explained that the current storage containers are full. The Football Club has applied for funding for a new slitter (which allows for better drainage) and a new tractor which will enable the Club to perform a number of ground maintenance tasks which they currently pay outside contractors for. They can also use the equipment to help the School with its sport pitch and on Chipstead Common. The Container will be placed behind and with the doors in line with the 30ft container (closest to the motorway) and will not therefore be visible from the car park or Pavilion. The Council unanimously resolved to allow the Football Club the extra storage.

#### i Update on remaining streetlights to be converted to LED

The Clerk updated the situation with regards to streetlights. There are 6 columns which are cast iron and have their electrical connections in the top of the columns. UKPN will not service these columns any more as they only allow their operatives to work at ground level. These will therefore need to be replaced (we have matching traditional cast iron columns with a door in the base to replace them). There are a further 3 columns which are corroded or damaged. The work will take place 15<sup>th</sup> – 19<sup>th</sup> April and if there are any cars obstructing the streetlights UKPN will refuse to wait and charge the Council in excess of £1500 (£500 for not being able to do the job plus £1000 to rebook). The clerk will letterdrop all affected areas this week asking for assistance and repeat the process prior to the implementation day to get the changeover done as effectively as possible

### 65 Chevening Parkland Scheme

The District Council has received a response from the Applicants on the objections lodged against their planning proposal and has given until 14<sup>th</sup> April for the Council to counter-respond. The Council resolved to engage ADN and Liz Lake again to prepare a response on behalf of the Council

### 66 Flood defences

Lagoon.

The Clerk chases the Darent Valley Landscape Partnership Scheme who are leading the project. They are still trying to obtain formal agreement from the landowner, EA and KCC

Land opposite Rivermere

The KCC investigation works have currently been programmed for Thursday 8<sup>th</sup>/Friday 9<sup>th</sup> April.

### 67 Annual Governance Statement 2020-21

The Council resolved the Annual Governance Statement of the Council for 2020-21

### 68 Accounting Statement 2020-21

The Council resolved the Annual Accounting Statement for 2020-21.

Cllr Eastwood had prepared a management summary of the accounts at year end and explained allocating reserves for additional unforeseen covid activities and reserves for legal fees for the ongoing Parkland issue

### 69 Football Club

As part of securing the funding for the Pavilion the Football Club was granted security of tenure for 25 years (which is now down to 9 years as this has never been re-visited). Mr Black, as Chairman of the Football Club, explained that in order to apply for any additional funding, the Football Club must obtain commitment from the Council that their tenure is secure for a further 25 years. The Chairman asked for the Clerk's confirmation this would not give the Council any legal problems. The Clerk confirmed that it would not. The Council resolved to grant the Football Club a further 25 years security of tenure to use the Recreation Ground and Pavilion. The Football Club will continue in partnership with the Cricket club to avoid any fixture clashes

## **70 Green Initiatives**

The Clerk confirmed that she had received invaluable advice and guidance from a Parishioner on these issues and he had visited Riverhead and reviewed their solar panels in action and reported back accordingly. The company used by Riverhead PC had quoted but their contractors who fitted the system for Riverhead were not as professional as the Council in Riverhead would have expected. The Clerk recommended the proposal to have an electric vehicle charging point at the recreation ground would not be pursued this potentially provides the council with an issue as if the council charges for the electricity. The Council could have to become VAT registered as they are charging for a vatable service. If the council does not charge effectively they are providing free electricity to whichever parishioner or non parishioner happens to park and utilise the electricity. The council resolved not to pursue this at the current time

The Clerk confirmed that everything was on track to apply for the grant within the deadline and that she had consulted SDC and their planners believe that only permitted development is required for the panels not full planning permission as they are not facing the road

The Football Club have a green initiative which they are also pursuing concerning the recreation ground which involves gathering rainwater from the roof of the pavilion to store and used to water the pitch. Further updates and resolution to the proposal will be sought as their thinking progresses

## **71 Chipstead Green**

The grass on Chipstead Green is much improved thanks to the dry weather. Andy Hogg confirmed he had some rubber matting as contingency should the become wet and therefore slippery for his staff going to and fro from the pub. The Council wished the Bricklayers Arms every success following the lifting of restrictions on 12<sup>th</sup> April

## **72 Chairman's Annual Report and Letter**

It was resolved to complete and distribute the letter immediately after the May meeting, when further clarity as to the progression towards the lifting of lockdown would be more clear. The contact details for the Council will be included as a separate page

## **73 Celebration for 100<sup>th</sup> Birthday of the Duke of Edinburgh**

The Duke's 100<sup>th</sup> birthday is 10<sup>th</sup> June. There are cricket matches scheduled for both 12<sup>th</sup> and 13<sup>th</sup> on Chipstead Rec and therefore it may be hazardous to have a picnic going on whilst cricket takes place (in case anyone inadvertently gets stuck by a ball). The Council also debated whether it was appropriate to have any sort of "mass gathering" albeit with appropriate distancing before all restrictions are lifted on 21<sup>st</sup> June. The Council resolved to plan a Parish Picnic on the Recreation ground for Saturday 26<sup>th</sup> June to encompass coming out of lockdown and the Duke's 100<sup>th</sup> birthday.

## **74 Correspondence Received and General Issues**

### **a New building on Fishing Club land**

The Angling Club are proposing to put up a small building to use as a clubhouse. It should not be visible to anyone who is not a member of the Club. They are investigating whether planning permission will be required or not

### **b Riverhead Carnival**

The date for this year's Carnival is 19<sup>th</sup> September (restrictions permitting)

### **c Fun fair on Chipstead Common**

The organisers are still keen to hold a fun fair on Chipstead Common. Possibly in August but this will depend on availability with football fixtures. If they suggest dates the Clerk will bring the matter before the Council for final agreement

## **75 General Information and proposals for Future Agenda Items**

### **a Neighbourhood Plan**

Following comments concerning recent planning applications and the replacement of bugalows by large houses the Clerk confirmed the only way to have any meaningful say, if this is the council's policy, is to develop a neighbourhood plan. The Council debated whether they agreed with the points made, and whether any such housing policy would be welcomed by parishioners. It was resolved to take no further action as there was no clear agreement amongst the Council

**b PC Meetings going forward**

There is an ongoing debate amongst District and Parish Councils as to whether it is legal to continue to hold meetings via zoom. The government ran out of legislative time to pass a further amendment to extend the ability of local councils to continue via zoom beyond 7<sup>th</sup> June. The “worst case scenario” is that any resolutions passed at meetings held via zoom will be deemed unlawful. The Clerk explained that this could be solved by the first item on the agenda for the first face to face meeting would be to resolve all decisions made in the preceding meetings (held since 7<sup>th</sup> May). The Council felt the situation was completely untenable and resolved to continue the June meeting via zoom (the only meeting between 7<sup>th</sup> May and lifting of lockdown)

**76 Finance**

**a Income Received and Cheques Payable**

The payments for April were resolved and the Payments and Receipts for March reviewed with no issues

**77 Planning Applications**

**a Applications Granted or Refused**

These were circulated for information and reviewed by the Chairman at the meeting

**b Update on MMA going to DCC on 31<sup>st</sup> March**

This related to an MMA which dramatically increased to footprint of the house as an MMA. The Council did not comment or object to the revised plans, they had been specifically asked by the Planner concerned to comment on whether they considered it to be an MMA.

Given the increase in footprint from the original planning permission the Council’s objection was that to pass this without going through full planning permission was a nonsense.

Unfortunately the decision of the DCC came to a split vote with the Chairman of the committee voting to grant it

## Payments and Receipts for March

	Opening Balance	£46,940.05
	BILL PAYMENT FROM MRS DOROTHY LYNNE MADDEN, REFERENCE MADDEN	
01/03/2021	Bench and Burial fees	£760.79
02/03/2021	CIL Transfer from Co-op	£5,392.00
05/03/2021	Football Hut Electric bill Feb from CHIPSTEADFC	£9.39
09/03/2021	Payments from Pavilion Committee - Insurance and utilities	£1,072.08
11/03/2021	Football Hut Electric bill March from CHIPSTEADFC	£6.56
17/03/2021	Burial fees. COWDROY FROM I COWDROY NEF 26 & 27	£435.00
25/03/2021	BANK GIRO CREDIT REF SDC GENERAL ACCOUN, LRSG CLOSED GRANT	£1,334.00
25/03/2021	BANK GIRO CREDIT REF SDC GENERAL ACCOUN, LRSG CLOSED JAN	£2,001.00
25/03/2021	BANK GIRO CREDIT REF SDC GENERAL ACCOUN, LRSG CLOSED FEB	£2,096.00
25/03/2021	BANK GIRO CREDIT REF SDC GENERAL ACCOUN, CBL PAYMENT	£4,000.00
31/03/2021	Burial fees - Gibson	£320.00
26/03/2021	EDF ENERGY REF 673109647889, MANDATE NO 0009	£6.56
24/03/2021	SOUTHERN ELECTRIC REF 910036741, MANDATE NO 0005	£415.35
24/03/2021	PUBLIC WORKS LOANS REF CHEVENING, MANDATE NO 0006	£2,549.93
16/03/2021	TRANSFER VIA FASTER PAYMENT TO J HAYTON REFERENCE TRANSFER	£18.17
16/03/2021	TRANSFER VIA FASTER PAYMENT TO J HAYTON REFERENCE TRANSFER	£10.00
16/03/2021	FASTER PAYMENT TO PLAY AND LEISURE REFERENCE 14718 PLH4235	£382.80
16/03/2021	TRANSFER VIA FASTER PAYMENT TO OLIVER HOAD REFERENCE CHEVENING PC	£221.50
16/03/2021	FASTER PAYMENT TO OASIS LANDSCAPES REFERENCE CHEVENING PC	£320.00
16/03/2021	FASTER PAYMENT TO ACTION WITH COMMUNITIES IN RURAL KENT REFERENCE CHEVENING P	£80.00
16/03/2021	FASTER PAYMENT TO MDH HORTICULTURAL SERVICES REFERENCE 2163	£396.00
16/03/2021	TRANSFER VIA FASTER PAYMENT TO J HAYTON REFERENCE TRANSFER	£38.97
16/03/2021	TRANSFER VIA FASTER PAYMENT TO J HAYTON REFERENCE TRANSFER	£391.77
16/03/2021	TRANSFER VIA FASTER PAYMENT TO J HAYTON REFERENCE TRANSFER	£202.29
16/03/2021	TRANSFER VIA FASTER PAYMENT TO VC HANDYMAN REFERENCE CHEVENING PC	£100.00
16/03/2021	TRANSFER VIA FASTER PAYMENT TO LONDON HEARTS REFERENCE 3195	£1,311.00
16/03/2021	GOCARDLESS REF KENTCABLES-77MEMBH, MANDATE NO 0008	£31.68
13/03/2021	CHARGES FROM 2021-01-22 TO 2021-02-21	£7.50

02/03/2021	TRANSFER VIA FASTER PAYMENT TO MEMORIAL BENCHES REFERENCE 63388	£564.95
02/03/2021	TRANSFER VIA FASTER PAYMENT White line paint	£195.50
02/03/2021	TRANSFER VIA FASTER PAYMENT TO J HAYTON REFERENCE TRANSFER	£258.33
02/03/2021	FASTER PAYMENT TO MDH HORTICULTURAL SERVICES REFERENCE 2153	£298.28
02/03/2021	FASTER PAYMENT TO J HAYTON REFERENCE TRANSFER	£1,085.70
02/03/2021	TRANSFER VIA FASTER PAYMENT TO HMRC REFERENCE 577PV00161414	£230.87
02/03/2021	FASTER PAYMENT TO MDH HORTICULTURAL SERVICES REFERENCE 2152	£1,452.60
02/03/2021	TRANSFER VIA FASTER PAYMENT TO STREETLIGHTS REFERENCE 11949	£6,206.40
	Closing Balance	£47,590.72

## Payments for April

### Santander Payments

798	MDH Horticultural Services	Monthly Open Spaces Maintenance	£1,210.50	242.1	£1,452.60
799	HMRC	Tax & NI	£230.67		£230.67
800	J Hayton	Salary	£1,085.90		£1,085.90
801	MDH Horticultural Services	Monthly Gang Mowing	£248.57	£49.71	£298.28
802	J Hayton	Mobile phone & poo bags	£184.75	£35.58	£220.33
803	Sevenoaks District Council	Football hut rates	£364.27		£364.27
804	Sevenoaks District Council	Burial Ground hut rates	£225.63		£225.63
805	Sevenoaks District Council	Dog bins and additional waste bins	£718.90	£143.78	£862.68
806	Kent Air Ambulance	Donation	£100.00		£100.00

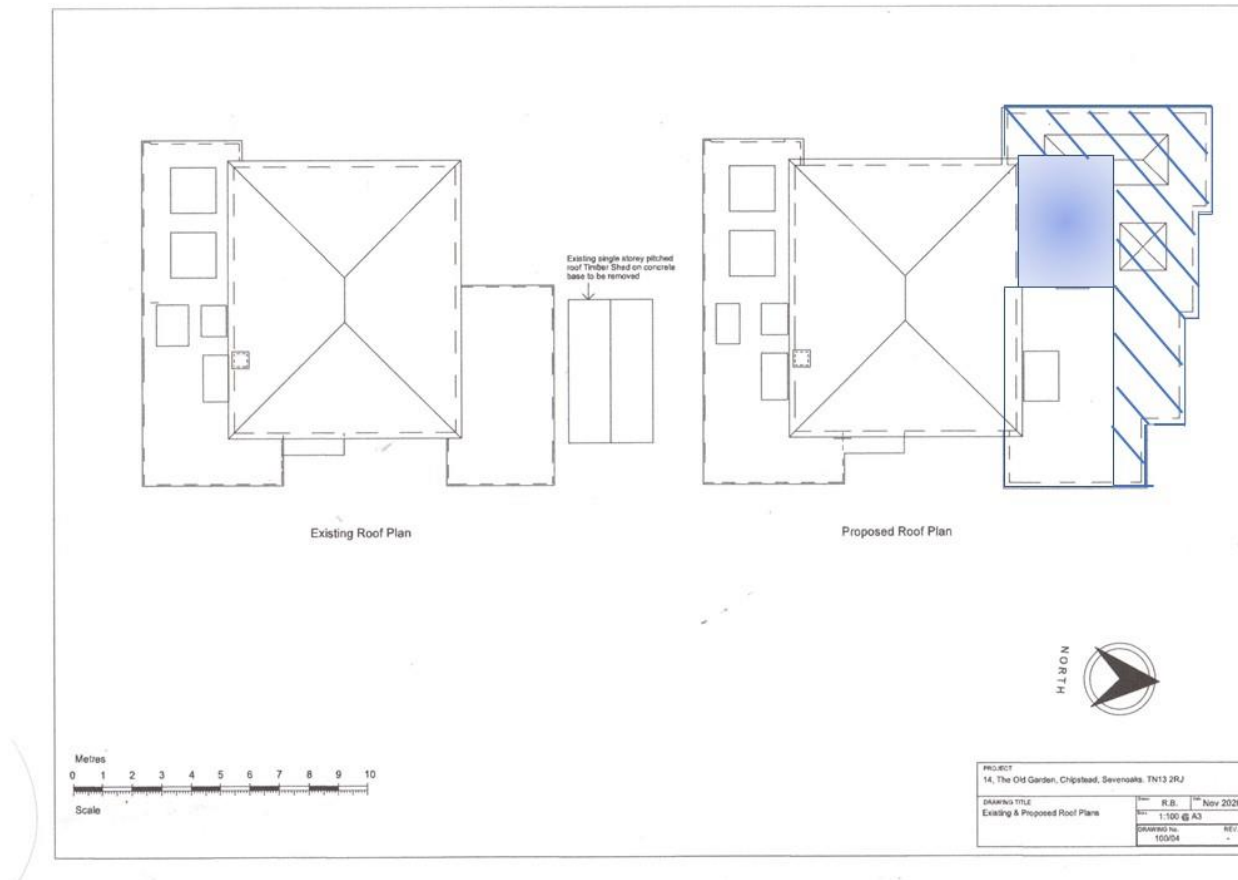


SDC Decisions on Previous Planning Applications					
21/00249/HOUSE	Darenth Cottage 23 Chevening Road Chipstead KENT TN13 2RZ	Ground and first floor rear extensions with sun room, front and rear dormer windows with alterations to the roof, ridge and chimneystack and new double doors to the existing garage.	No objection	Jamie	<b>Granted</b>
21/00272/HOUSE	Ahuru 32 Chevening Road Chipstead KENT TN13 2RZ	Addition of two rear dormers to replace existing rooflights	Chevening Parish Council offers No Objection to the above planning application, while it does not provide exact symmetry it does provide balance to the rear aspect, and extended headroom to the bedroom and bathroom at that end of the 1st floor of the building, be entirely sympathetic and in keeping with the existing building.	Robbie	<b>Granted</b>
21/00131/HOUSE	Peppercombe 42 Westerham Road Bessels Green KENT TN13 2PZ	Landscaping works to front garden and new car port.	We object on the grounds of the proposed erection of a structure (in front of the house and) within the conservation area is not in keeping with the local context.	Nick	<b>Withdrawn</b>
21/00183/HOUSE	18 Chesterfield Drive Sevenoaks KENT TN13 2EG	Proposed ground floor rear extension, garage conversion, internal alterations and all associated works.	The Council has no objection to the proposals. However, we would encourage Planning to take cognisance of the comments made by Mrs Messina at no. 20 Chesterfield Drive particularly in respect of the asbestos hazards. We would also like to bring to the attention the cumulative effect of garage conversions on parking	John	<b>Granted</b>

			availability in that part of Chesterfield Drive past which 95% of residents in Chesterfield Drive must drive past to access and exit their homes.		
21/00314/HOUSE	Ahuru 32 Chevening Road Chipstead KENT TN13 2RZ	Removal of existing shed outbuildings and erection of detached double garage.	No objection	Robbie	<b>Granted</b>
21/00395/HOUSE	24 Witches Lane Riverhead TN13 2AX	Partial demolition of existing and erection of a 2 storey front extension and alteration to fenestration.	No objection	Nigel	<b>Refused</b>
20/03567/MMA	14 The Old Garden Chipstead TN13 2RJ	Amendment to 17/00872/HOUSE	We object on the grounds that the Parish Council does not believe this could be considered an MMA given the increase in footprint which forms the amendment to the plans	Nigel	<b>Granted</b>

**14 The Old Garden.**

The area in blue was the previously agreed extension. The hatched area is the change to plans under an MMA which was agreed as an MMA by Development Control Committee



Signed as a true record

5<sup>th</sup> May 2021