



CHEVENING PARISH COUNCIL

Judith Hayton - Clerk

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**Minutes of the telephone/video link Council Meeting of Chevening Parish Council, held at
7.30pm
on Monday 6th April 2020**

Present:	Mr A Clark	Chairman – phone
	Mr J Branton	Vice-Chairman - phone
	Ms R Burgess	Councillor – phone
	Mr N Clark	Councillor – video
	Mr A de Turberville	Councillor -video
	Mr J Eastwood	Councillor – phone
	Mr J Firmager	Councillor – video
	Mrs L Weavers	Councillor – video
	Mr N Williams	Councillor - video
	Mrs J Hayton	Clerk - video
	Mr J London	SDC - video

54. Update on most recent Govt legislation concerning Council Meetings. The Clerk confirmed the 2020 Regulations permit the holding of remote meetings, with conditions.

Local councils can decide the methods they will use to facilitate the holding of remote meetings.

There is no requirement to hold an annual meeting.

Cllr Weavers suggested if possible future meetings be held on Zoom rather than Microsoft Teams as at present. Cllr Burgess has a Zoom subscription which removes the need to restrict the call to 40 minutes so will arrange the next meeting.

55. Update from distribution of Helper Details to the Vulnerable

There are 30 Parishioners currently registered as needing help and 4 people who are currently ok but anticipate they may need help in the future. We have 90 volunteers registered of whom 18 are part of the SDC Volunteer scheme. Each of the Parishioners registered have been allocated a volunteer to look after them.

Cllr London asked whether this was aligned with the scheme being run by SDC. The Clerk confirmed she was volunteer lead for SDC for the 3 areas of Chevening Chipstead and Bessels Green and therefore both initiatives converged and everyone was being picked up.

56. Update of the Chevening Estate Park Scheme

The team working for Chevening Estates has submitted pre-planning for the Park Enhancement Scheme, for which a response should be received by SDC by 25th April.

It will not be feasible in the current conditions for the Scheme to be presented to the Parish for comment. The Chairman will write to the Colonel asking him not to submit the planning application at the present time as it would be too complicated for the Council to discuss by video conference and not being available for Parishioners to see and comment on would be detrimental to the public good

57. AOB

a) **Recording of Burials for Kent Resilience Forum.**

The Kent Resilience Forum is recording the number of burials and capacity in every burial ground. It is assumed that there will not be any pressure to relax the rules applying to the Burial Ground in the current conditions, but should the situation arise the Council will discuss it at a weekly meeting.

b) **Church of England instruction regarding non tending of graves**

The Church of England has produced guidance as to the tending of graves being a non essential activity and therefore should be discouraged. It was resolved to put notices on both the Burial Ground and the Churchyard requesting people do not tend graves. The Churchyard is part of a Public Right of Way and therefore locking it to prevent access would not be practical

c) **Date of next meeting**

It was resolved to hold the next meeting on Tuesday 14th April

58. Financials – Financial Report to Year end 31-3-20 & Payments to be Resolved

Cllr Eastwood presented the Year End Accounts to the Council. There were no questions from the Council and the Chairman thanked Cllr Eastwood for all his hard work in producing the Accounts

59. Planning Application Decisions – for information only

It was noted that the one application which the Council had supported was refused SDC. The Chairman expressed surprise that the reason for refusal was a lack of information from the applicants as they had been very forthcoming with detailed information to him when he met them

The meeting closed at 8.25pm

The next meeting will be held by videocall on Tuesday 14th April at 7.30pm

2019/20 Financial Report

CHEVENING PARISH COUNCIL - REPORT TO 31 MARCH 2020

	Actual to 31/3/18	Actual to 31/3/19	Budget 2019/20	Actual to 31/3/20	Budget 2020/21
OPEN SPACES					
KCC gang mowing	2,814	3,044	3,200	3,334	3,500
MDH general work	6,805	7,342	7,200	7,145	7,300
Maint/improve	4,604	6,195	5,000	3,785	5,000
Sports pitches	6,418	6,506	10,000	7,448	10,000
Playground	130	85	100	85	100
Empty dog bins	1,500	2,664	2,300	2,459	2,500
Trees	1,205	6,505	3,000	2,759	3,000
Winter Maintenance		36	500		500
Sailing Club Road	11	0	2,000	96	2,000
Chipstead Common Football Hut	349	1,610	800	1,121	800
Allotments	60	60	60	60	60
	23,896	34,047	34,160	28,292	34,760
Amherst School	1,487	318	350	318	320
Chipstead Common	748	1,102	1,000	913	1,000
Recreation Ground	9,339	6,096	9,000	6,305	9,500
Allotments	60	60	60	60	60
Sundry	100	250	100	100	100
	12,162	26,221	23,650	20,596	23,780
PAVILION					
Rates		0	600	0	600
Loan repayment	5,100	5,100	5,100	5,100	5,100
Maint/improve	616	659	1,000	1,616	1,000
	5,716	5,759	6,700	6,716	6,700
Rates			600		600
	5,716	5,759	6,100	6,716	6,100
BURIAL GROUND					
Clerk's salary	779	1,710	750	717	750
Rates		150	150	167	180
MDH Maint work	6,805	7,022	7,300	7,144	7,300
Sundries	1,225	69	350	432	350
	8,809	8,951	8,550	8,460	8,580
Fees	8,238	8,075	5,000	5,780	5,000
Rates	135	150	150	167	150
Chevening Estates					
	436	726	3,400	2,513	3,430
QUINQUENNIAL					
	-	-	3,000	-	0
Receipts	-	-		-	
	-	-	3,000	-	0

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	Actual to 31/3/18	Actual to 31/3/19	Budget 2019/20	Actual to 31/3/20	Budget 2020/21
ADMIN					
Clerk's salary	13,278	12,475	14,500	13,630	14,500
Audit fee	460	560	550	560	600
Insurance	2,082	2,165	2,500	1,575	1,600
Subscriptions	135	200	200	232	200
Sundries	90	117	300	172	300
Computer expenses	421	589	500	466	1,000
Office expenses	431	78	100	376	300
Training	30	0	0	0	250
Meeting room	548	565	600	577	600
Printing/stationery	390	591	300	279	300
	<u>17,865</u>	<u>17,340</u>	<u>19,550</u>	<u>17,867</u>	<u>19,650</u>
Bank interest	110	110	100	140	100
Insurance refund	967	967	1,250	703	710
Sundries	381	132		0	
	<u>16,407</u>	<u>16,131</u>	<u>18,200</u>	<u>17,024</u>	<u>18,840</u>
LIGHTING					
Energy	3,498	4,044	4,000	4,585	4,000
Maintenance	2,379	2,450	3,000	2,450	3,500
Repairs	661	912	1,000	3,731	1,000
	<u>6,538</u>	<u>7,406</u>	<u>8,000</u>	<u>10,766</u>	<u>8,500</u>
MISCELLANEOUS					
Donations	480	538	400	300	400
Chairman's expenses	78	150	200	97	200
Speed watch equipment net cost	220	220	300	228	1,500
New benches		0	1,000	0	1,000
Parish events	818	989	1,000	1,445	1,000
Posts for open spaces				7,377	
Burial Ground Refurbishment				2,074	
20 mph project/Highways items	-918	185	2,000	0	0
Sailing Club Road reserve	2,000	2,000	2,000	0	0
Election expenses			500	470	0
	<u>2678</u>	<u>4082</u>	<u>7400</u>	<u>11991</u>	<u>4100</u>
C. I. L. receipts	<u>32,508</u>	<u>23,969</u>		<u>6,314</u>	
C. I. L. Utilised		<u>2,800</u>		<u>1,874</u>	

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SUMMARY	Actual to 31/3/18	Actual to 31/3/19	Budget 2019/20	Actual to 31/3/20	Budget 2020/21
Open Spaces	12,162	26,221	23,650	20,596	23,780
Pavilion	5,716	5,759	6,100	6,716	6,100
Burial ground	436	726	3,400	2,513	3,430
Quinquennial	-	-	3,000	-	-
Admin	16,407	16,131	18,200	17,024	18,840
Lighting	6,538	7,406	8,000	10,766	8,500
Miscellaneous	2,678	4,082	7,400	11,991	4,100
	<u>43,937</u>	<u>60,325</u>	<u>69,750</u>	<u>69,606</u>	<u>64,750</u>
Adjustment from/(to)reserves	<u>- 25,413</u>	<u>- 10,375</u>	<u>- 250</u>	<u>- 394</u>	<u>- 250</u>
Precept	<u>69,350</u>	<u>70,700</u>	<u>70,000</u>	<u>70,000</u>	<u>65,000</u>

RESERVES

Burial Fund	8,310	8,310	8,310	8,310	8,310
Quinquennial	15,000	15,000	15,000	15,000	15,000
Land	15,000	15,000	15,000	15,000	15,000
Sailing Club Road	12,000	14,000	14,000	14,000	14,000
Junct 5 M25 Slips	25,000	25,000	25,000	25,000	25,000
C. I. L. Reserve	32,508	53,702	32,508	58,142	32,508
General	61,901	72,276	61,901	72,670	76,901
	<u>169,719</u>	<u>203,288</u>	<u>171,719</u>	<u>208,122</u>	<u>186,719</u>

Santander Payments

620	MDH Horticultural Services	Monthly Open Spaces Maintenance	£1,192.61	238.52	£1,431.13
621	HMRC	Tax & NI	£375.34		£375.34
622	J Hayton	Salary	£821.54		£821.54
623	MDH Horticultural Services	Monthly Gang Mowing	£244.90	£48.98	£293.88
624	J Hayton	Expenses Mobile phone	£6.33		£6.33
625	SDC	Rates Football Hut	£364.27		£364.27
626	SDC	Rates Burial Ground Hut	£196.20		£196.20
627	Streetlights	Repair - Col 27	£106.25	£21.25	£127.50
					£0.00
			£3,307.44	£308.75	£3,616.19

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SDC Decisions on Previous Planning Applications

19/03573/HOUSE	53 Chipstead Lane Sevenoaks KENT TN13 2AJ	Demolition of existing garage & shed; erection of two-storey rear and side extension with further alterations to the roof plan and front elevation, including roof lights and extension to porch.	No objection	Robbie	Granted
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	Granted
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	Granted
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	Granted
20/00135/HOUSE	9 Woodfields Chipstead KENT TN13 2RA	Erection of single storey rear extension with 3 rooflights.	No objection	Nigel	Granted
20/00142/HOUSE	34 Witches Lane Riverhead Kent TN13 2AX	Complete demolition of existing garage and construction of car port with attached store.	No objection	Allan	Granted
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	Granted

20/00197/LBCALT	29 - 31 High Street Chipstead KENT TN13 2RW	Replacement of 4 dormer windows, 1 dormer, removal of ceiling on 2nd floor and a renewal of the roof.	<p>Support - At present the dormer window frames are in a dreadful state, and cannot be effectively repaired and preserved without substantial work to the roof, which requires insertion of a membrane to preserve the structure. Access to the roof beams from within cannot take place without removing the internal ceiling of the upper floor. Whilst this will result in a raising of the interior room height, it will not be visible externally.</p> <p>This is an exceptionally attractive building, appreciated by many local residents as well as the current owners, who will be preserving its appearance at considerable personal expense</p>	Andy	Refused
20/00305/HOUSE	67 Chesterfield Drive Sevenoaks KENT TN13 2EQ	Conversion of garage to habitable space, proposed first floor side extension with doors and balcony added, rain cover over front door and alterations to fenestrations.	No objection	John E	Granted
20/00174/FUL	Land North Of 111 Chevening Road Chipstead KENT TN13 2SA	Demolition of existing stable block, erection of new stable block and store and hard standing.	<p>While we cannot condone building without planning application, the new stable is wood construction and although very slightly larger, sits broadly on the footprint of the previous structure, and an improvement on what was there before.</p> <p>Chevening Parish Council offers No Objection to the above planning application,</p>	Robbie	Granted