



Judith Hayton - Clerk
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**Minutes of the Council Meeting of Chevening Parish Council, held at 7.30pm
on Monday 7th January 2019
at the Recreation Ground Pavilion, Chevening Road, Chipstead TN13 2SA**

Present:	Mr A Clark	Chairman
	Mr J Branton	Vice-Chairman
	Ms R Burgess	Councillor
	Mr A de Turberville	Councillor
	Mr H Dilley	Councillor
	Mr J Eastwood	Councillor
In Attendance:	Mrs J Hayton	Clerk
	Mr J London	Sevenoaks District Council
	Members of the Public	3
Apologies	Mr N Clark	Councillor
	Mrs L Weavers	Councillor

- 1. Apologies and Absences** – Apologies for absence were received from Cllr Clark and Cllr Weavers and accepted by the Chairman
- 2. Chairman’s comments.** The Chairman began the meeting by paying tribute to the late John Westacott who died in December. John was a former Chairman of the Parish Council and the Chairman formally acknowledged all the work John did within the Parish, including starting the Light Up a Life commemoration.
The Chairman also congratulated Cllr Clark who celebrated the birth of his first child on 6th January
- 3. Declarations of interest or lobbying** – No declarations of Members interest or lobbying were made
- 4. Minutes of Previous Meeting** - the minutes of the meeting on 3-12-18 were signed by the Chairman as a true record
- 5. Questions from the Public** – a member of the Public raised questions concerning the 20 mph limit to which the Clerk responded:-
 - a) Roundels on the Road** The Clerk advised that KCC had stated these would be installed in the next 6-8 weeks
 - b) 20 mph signs** These were purchased by the Parish Council and had disappeared. The Member of the Public suggested larger signs placed higher so that they couldn’t be removed or vandalised. The Clerk confirmed the Council had spent £200 on the signs so far, so whoever is removing them is costing the Parishioners of Chevening every time it happens
 - c) Extending 20mph to the School** The Clerk confirmed the PC had always been informed by KCC that the reason the 20 mph limit could not be extended was because they will not allow a limit change from National Speed Limit straight to 20 mph. There has to be a stretch (500m) of 30 mph first. KCC have examined the stretch of road and have confirmed that a 20 mph could not be introduced without traffic calming as the traffic is travelling too fast down that stretch of road. Discussions continue with KCC and the Chairman offered to provide the details of the KCC contact so that the Member of the Public could also contact them to further stress the issue.
- 6. Open Spaces**

- a) **Open Space Inspection** On behalf of Cllr Clark the Clerk reported an issue with the Football Hut on Chipstead Common where a plank of the cladding has been removed. Cllr Branton asked whether the condition report for streetlighting required updating as a number of lights appear to need painting. The Clerk confirmed she had no recollection of a condition report in her 4 years as Clerk – but the Streetlight Company are supposed to do an annual condition report and clean of the lights. The Chairman requested a copy of the report and the date when the last clean took place.
 - b) **Playground Inspection** The Playground continues to be very popular
 - c) **Chipstead Common** – Chipstead Football Club have requested the Council pay to have the pitch on Chipstead Common deep tine slitted. This will help immensely with the drainage/aeration and ensure the teams can continue playing during the winter months at a cost of £200. The Council debated the worth of the treatment and whether it would bring any benefit to the other users of the Common. The Council declined the request as it was felt £200 is a very small amount for the football club in terms annual subscriptions. In addition the Football Club currently pay £200 to rent the ground for the year.
 - d) **Defibrillator** The defibrillator battery (£250 + vat) and pads (£36 + vat) will need to be replaced shortly. The Council confirmed their thanks to the Football Club that the defibrillator was made available 24 x 7 but the Football Club would need to give details of the proposed cost share they are looking in order for the Council to make an informed decision
- 7. CIL Money** – The Clerk had received a preliminary request from Prue Burrlock of Chevening School Governors to enquire whether the Parish Council CIL money might be available to the School to use towards their swimming pool renovation. Mrs Burrlock explain the history of the pool, and the works which are needed, including new and back up boilers, changing rooms and replacing the surround around the pool to ensure it is safe. The School requested £50k from SDC’s CIL money but have not discussed in detail how much they would be looking for from the Parish Council. The Chairman asked whether the School had considered opening the pool to children of the Parish in non school times. Mrs Burrlock explained the parents currently act as lifeguards which would not be available outside of school and there is an additional cost of heating and chlorinating the pool outside of school hours. Additionally complaints are currently received from the neighbours when the school is using the pool and therefore this may be a problem outside of school time. Mrs Burrlock confirmed the School offers it’s car parking at weekends for events in the village and their playing field for football so the school does demonstrate it’s commitment to life in the village. The admissions policy of the school has remained unchanged since the School’s inception 200 years ago.
- Cllr Dilley felt the Council could not make a decision as no firm proposal had been received and there was no clarity as to how much was being requested.
- Cllr Burgess requested more detail concerning the renovation work. She suggested that the school considered adult swim clubs as an alternative which would not require the same level of lifeguarding skills. The Council will provide any other questions/comments to the Clerk who will send to Mrs Burrlock. Once the Governors have met to discuss and formulate the proposal Mrs Burrlock will contact the Clerk to put on the agenda again to request a resolution from the Council
- 8. Trinity School Admissions Policy** – Cllr Dilley had read the admissions policy in detail and praised the content in comparison with that of Chevening School. The Council resolved to thank the School for the opportunity to comment and to request a distance restriction of 5 miles be placed on admitting Children of Faith as there is no distance constraint in the Policy at present
- 9. PCSO’s – offer to organise a “Crime Prevention” evening** The Council welcomed the initiative from the PCSO’s who have held these around the District. The Council will offer the Pavilion and use the Mailer to promote this event.
- 10. Questionnaire for Annual Assembly** – Recent inputs into the Mailer had suggested more streetlighting and more dog bins. The Council discuss streetlighting and whether more lighting would lead to “urbanisation”

of the Parish. The Chairman requested a cost for putting in a new streetlight as a ballpark figure. Cllr Burgess will create a first draft of the questionnaire for the next meeting in preparation for including with the Annual Report distribution.

11. Correspondence Received and General Issues

- a) **Request for funding** – The Council resolved to give a donation of £100 to the Samaritans

12. General Information and proposals for Future Agenda Items

13. Finance

- a) **Income Received and Cheques Payable** – the payments for December were resolved
- b) **Draft Budget for 2019-20** The Budget and Precept for 2019-20 Financial Year were resolved with the Precept showing a reduction to £70,000. The Chairman thanked Cllr Eastwood for all his hard work and diligence in producing the Financial Report and recommendations

14. Planning Applications

- a) Notices received. The Council considered 1 application – The White House, Windmill Farm (see App 2)
- b) Applications Granted or Refused – These are attached in App 2

The meeting closed at 21.10

Payments and Receipts December 2018

	Opening Balance		£21,745.16
05/12/2018	Transfer from CIL Account - War Memorial	£2,020.00	
07/12/2018	FASTER PAYMENTS RECEIPT REF.INV 2018 SEASON FROM CHEVENING AMBLERS Cricket Square	£1,419.68	
11/12/2018	FASTER PAYMENTS RECEIPT REF.CHIPSTEADFC FROM Chip fc - Annual Payment - Seniors	£662.25	
11/12/2018	FASTER PAYMENTS RECEIPT REF.CHIPSTEADFC FROM Chip fc Annual Payment Juniors	£840.95	
17/12/2018	BANK GIRO CREDIT REF KCC PAYMENT ACCOUN, 103176542 Grant from Nick Chard for the Bus Shelter	£2,000.00	
20/12/2018	FASTER PAYMENTS RECEIPT REF.CHIPSTEADFC FROM Chip fc Sand Banding	£312.00	
22/12/2018	INTEREST PAID AFTER TAX 0.00 DEDUCTED	£1.84	
31/12/2018	WELHAM JONES - Baxter 415; Piddock 555; Orton 327	£810.00	
31/12/2018	BANK GIRO CREDIT REF SDC GENERAL ACCOUN, PRECEPT	£35,400.07	
04/12/2018	TRANSFER VIA FASTER PAYMENT TO J HAYTON REFERENCE TRANSFER		£106.69
04/12/2018	TRANSFER VIA FASTER PAYMENT TO MDH HORTICULTURAL REFERENCE 1533		£288.40
04/12/2018	TRANSFER VIA FASTER PAYMENT TO J HAYTON REFERENCE TRANSFER		£1,053.04
04/12/2018	TRANSFER VIA FASTER PAYMENT TO HMRC REFERENCE 57PV00161414		£98.23
04/12/2018	TRANSFER VIA FASTER PAYMENT TO MDH HORTICULTURAL SERVICES REFERENCE 1534		£1,404.44
07/12/2018	CHARGES FROM 2018-10-22 TO 2018-11-21		£7.50
27/12/2018	DIRECT DEBIT PAYMENT TO SOUTHERN ELECTRIC REF 910036741, MANDATE NO 0005		£468.61
	Closing Balance		£61,785.04

Payments Resolved at the Meeting

Cheque No	Payee	Reason	Net	VAT	Total
200532	Chevening Parish Council	CIL payment for Bus Shelter	£780.00		£780.00
Santander Payments					
401	MDH Horticultural Services	Monthly Open Spaces Maintenance	£1,170.37	234.07	£1,404.44
402	HMRC	Tax & NI	£98.23		£98.23
403	J Hayton	Salary	£1,047.88		£1,047.88
404	MDH Horticultural Services	Monthly Gang Mowing	£240.33	£48.07	£288.40
405	J Hayton	Expenses (2 x £25 for Bugler & Organist. Salt for Salt Bins)	£99.19		£99.19
406	Littlethorpe of Leicester	Supply and install Bus Shelter	£6,940.00	£1,388.00	£8,328.00
407	Bourne Sport	Worm Control - Chipstead Rec	£312.00	£62.40	£374.40
408	DRM Trees	Pollard Ash Tree - Sailing Club Road	£140.00		£140.00
409	DRM Trees	Fell Ash Tree at Recreation Ground	£850.00		£850.00
410	.SDC	Empty Dog Bins	£536.00	£107.20	£643.20
411	VC Handyman	Sand Bag Storage	£1,100.00		£1,100.00
412	VC Handyman	Moving the metal bench from Chipstead Lane	£160.00		£160.00
413	Streetlights	Repair Col 10	£41.25	£8.25	£49.50
414	Oasis Landscapes	Removal of hawthorn and strimming hedges - Chesterfield Drive	£165.00		£165.00
415	Oasis Landscapes	Supply and plant Acer tree at Chipstead Rec.	£331.06		£331.06
					£0.00
			£13,231.31	£1,847.99	£15,079.30

Signed as a true record

11th February 2019

Planning Application for Consideration at the Meeting

18/03854/HOUSE	The White House Windmill Farm Chevening Road Chipstead KENT TN13 2SA	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	
SDC Decision on Previous Planning Applications					
18/03259/HOUSE	51 Bullfinch Lane Riverhead KENT TN13 2EB	Single storey rear extension.	No objection	John E	Granted
18/03295/FUL	2 Woodfields Chipstead KENT TN13 2RA	Demolition of existing dwelling including entrance lobby and attached garage and erection of new 4 bedroom dwelling.	Objection – out of character with the surrounding houses. Loss of privacy for the neighbours	Nick	Granted
18/03381/HOUSE	Padstones Packhorse Road Bessels Green Sevenoaks Kent TN13 2QP	Roof conversion into living accommodation. Single storey rear extension. 2 storey front and side extensions	The Council notes that the size of the garage has been reduced but still objects to the proposal. The proposed front extension still appears obtrusive by virtue of its scale, size, bulk and position which is contrary to the Packhorse Road Residential Character Assessment SPD. The house has an attractive frontage and the siting of a garage at right angles to the house results in a large expanse of brick which is detrimental to the appearance of the house and the street scene.	Barbara	Granted
18/03340/HOUSE	93 Chevening Road Chipstead KENT TN13 2SA	Erection of a first floor side extension to enlarge bedroom 2 and loft extension to create a third bedroom. The new roof for the extended loft space will be formed as a pitched gable end.	No objection.	John B	Granted
18/03060/FUL	Chevening Church Hall And Nursery Chevening Church Hall Homedean Road Chipstead KENT TN13 2RU	Installation of a single new glazed white steel door to the Parish Hall, to replace 2 x wooden doors. Low or no threshold to create wheelchair access	Support - The new doors will provide greater security and easier wheelchair access	Howard	Granted
SE/18/03071/HOUSE	27 Brickfield Cottages, Chevening Road, Chipstead TN13 2SB	Demolition of existing side/rear extension and detached garage. Erection of single storey side and rear extension with rooflight. Alterations to fenestration. Extension of existing driveway.	No objection	Robbie	Granted