



# Chevening Parish Council

## CHEVENING PARISH COUNCIL

Judith Hayton - Clerk

16 Beaconfields Sevenoaks Kent TN13 2NH

Tel: 07981 759255

E-mail: [clerk@cheveningparishcouncil.gov.uk](mailto:clerk@cheveningparishcouncil.gov.uk)

**Members of the Council are summoned and members of the Public are invited**  
to attend the **Annual Meeting** of the Parish Council on **Monday 9<sup>th</sup> May 2022** at **7.30pm**  
for the purpose of transacting the following business:

### AGENDA

1. **Election of Chairman**
2. **Election of Vice Chairman**
3. **Appointment of Responsible Financial Officer**
4. **Election of Working Parties, Representatives and Other Posts**
5. **Apologies and Absences** - to receive and accept apologies for absence
6. **Declarations of interest or lobbying** - Members are required to declare any interests or lobbying regarding items on this agenda that have not been notified previously
7. **Minutes of Previous Meeting** - to agree and sign the minutes of the meeting on 11<sup>th</sup> April 2022
8. **Update from KCC Councillor Nick Chard**
9. **Questions from the Public** – to receive questions from the public in attendance
10. **Open Spaces**
  - a) **Open Space Inspection**
  - b) **Playground Inspection**
  - c) **Request for Green space in Chesterfield Drive to be left uncut to attract bees** (and whether the Council wishes to partake in No Mow May)
11. **Footpaths** – Annual update from Graham Birch
12. **Request from Harvey's Brewery to have tables on Chipstead Green**
13. **Review of Annual Meeting** and Dates of meetings for 2023 – including Parish Meeting which must be held between 1<sup>st</sup> March and 1<sup>st</sup> June
14. **To resolve the Council's Risk Assessment Document**
15. **Request the Parish Council rejoins Kent Association of Local Councils.**
16. **To formally resolve the Council's 5 year insurance cover with Zurich Insurance**

**17. Beautification Update**

- a) **Planters** Planters for Chipstead Common, Bessels Green and Chipstead Green are ready to install.
- b) **Place Signs** Sevenoaks Society have put up similar signs in the past and have given really helpful insight

**18. Jubilee Update and review of action plan**

**19. Correspondence Received and General Issues**

**20. General Information and proposals for Future Agenda Items**

**21. Finance**

- a) **Income Received and Cheques Payable** – to approve the payments for May and review the Payments and Receipts for April

**22. Planning Applications**

- a) Resolve response to Planning Application for Willow Farm
- b) Applications Granted or Refused – Circulated for information and Chairman to report