



CHEVENING PARISH COUNCIL

Judith Hayton - Clerk

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Minutes of the Council Meeting of Chevening Parish Council, held at 7.30pm on Monday 2nd March 2020

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 N Clark Councillor
Mr A de Turberville Councillor
Mr J Eastwood Councillor
Mrs L Weavers Councillor
Mr N Williams Councillor

In Attendance: Mrs J Hayton Clerk
Members of the Public 0

Apologies Mr J Firmager Councillor
Mr J London SDC

31. Apologies and Absences - Apologies were received from Councillor Firmager and Cllr London from SDC and accepted by the Chairman

32. Declarations of interest or lobbying - - there were no declarations of interest or lobbying regarding items on this agenda

33. Minutes of Previous Meeting - the minutes of the meeting on 3-2-20 previously agreed by email were resolved by the Council as a true record and signed by the Chairman as such

34. Questions from the Public – there were no questions from the public

35. Open Spaces

- a) **Open Space Inspection** There were no issues reported with Open Spaces
- b) **Playground Inspection** There were no issues reported with the Playground
- c) **Flood Channel in Recreation Ground.** The Council noted the concern raised by a resident of the drowning risk of the flood channel in the Recreation Ground and whether it should be fenced. The Council will continue to closely monitor the situation but have not been aware of any such incidents in the last 50 years

36. Parish Spending. The Council believe the road around the Church is the responsibility of Chevening Estate to repair. The Clerk will verify with Cluttons/& or the Estate. The Council debated the increasing the parking spaces down Sailing Club Road by removing the shrub beds. Cllr Weavers stated she did not believe that providing 3 additional parking spaces was worth the spend of £2200. Previously these beds had been identified as a safety issue when cars had been broken into. Cllr Williams raised concern that no trees should be removed in order to facilitate the additional spaces which was a condition of his voting for the proposal. The Council voted to remove the beds by a majority of 6 with 1 abstention and Cllr Weavers voting against the proposal.

37. Annual Assembly

- a) The Chairman presented his report for discussion and review. The Council discussed the content of the report and also how to further engage with Parishioners using the website as the place to view planning applications, and the definitive place to hear accurate information on the Parish Council activities
- b) The distribution of the Annual Report by each Councillor was agreed
- c) Cllr de Turberville has been provided with a brief biography for the 18 Servicemen who lost their lives in WWII. He shared a mock up of a booklet with the Council. It was resolved to obtain quotes to order 1500 and 2000 copies and to distribute with the Chairman's report, share them at the Street Party and have them available on Remembrance Sunday

38. 75th Anniversary of VE Day The Council decided that they wanted tables and chairs for the gazebo, in addition to those on the road – in case shelter was needed from the rain. Cllr Williams mentions a gazebo which he had been involved in hiring which came with tables and chairs. The Clerk confirmed the companies already contacted could provide these but at the last meeting it was only a simple gazebo which had been requested. Cllr Williams will contact the company he has dealt with in the past and confirm the dimensions of the gazebo and the requirements for chair and tables and the clerk can then obtain comparative quotes. The Council debated paying for tables for the event. At a previous meeting Cllr Clark had suggested selling the for £19.45. The Chairman said it would be difficult to charge for tables on the road if people who had not paid could then use the tables and chairs in the gazebo. No decision on a charging policy was made. The Clerk reminded the Council that advertising for the event must be finalised at the next meeting as there would then be only 1 month to go before the event. The Chairman mentioned that Katherine Draper had shared her recollections of VE Day. Cllr de Turberville mentioned she had agreed to write a piece for the Chevening News . Cllr Weavers mentioned that Jean Westacott and Hans Ver Kerk were both of a similar age and may have recollections to share. Cllr Weavers will approach Mrs Westacott and Cllr Branton Mr Ver Kerk. Ian Fox has very kindly agreed to provide music for the day

39. Bringing the Pavilion financials under the control of the Parish Council The Council reviewed the proposal from Cllr Clark (as Treasurer of the PMC) and the Clerk to change the charging model for the Sports Clubs to be based on their usage of the Pavilion. The Council unanimously supported the proposal which would be shared with the Clubs for discussion on 19th March at the Pavilion Management Meeting. Cllr Clark confirmed that the Council reserved the right to review and make retrospective adjustments to the fees if the activity of the clubs proved not to cover the costs. The Chairman asked whether the Council could impose this change on the Clubs. The Clerk confirmed that the agreement of the PMC to change the charging model and move the finances back under the control of the Parish Council was required before any change could be implemented

40. Fly tipping Cllr de Turbeville had been contacted by a Parishioner concerning fly tipping. Both the Parishioner and Cllr de Turberville had spoken with the SDC Fly Tipping Enforcement Officer – Jack Wheeler. He had confirmed he thought it was a professional fly tipping operation and the safety and security of members of the public in this regard was paramount. The matter is now in the hands of SDC who are liaising with the Police

41. Fun Fair Following a request from Smith Family Fun Fairs to use Chipstead Common for a Fun Fair, the Clerk had contacted her fellow Clerks around Kent for feedback on the operation. Only positive responses have been received concerning how they operate. The Council voted by majority to agree to have a Fun Fair with 2 abstentions

42. Correspondence Received and General Issues

- a) **A parishioner has requested Planning Applications are included in the Mailer.** The Council has instructed the Clerk to include the Planning Applications on the Website. The Council will put an advert in the Chevening News confirming the Website is the place to find all official information issued by the Parish Council

- b) **Complaint about 18 Witches Lane and the size and scale of the development** The Council confirmed that although sympathetic to the neighbour's concerns, there is nothing further to be done. The neighbour should write to Richard Morris to complain if they believe this is a case of loss of privacy to ask him to explain his Officer's decision if the photographic evidence proves their point contrary to the officers report.
- c) The Council confirmed a donation of £100 to the Air Ambulance.
- d) The Council confirmed the £200 budget for food and drink for the Annual Assembly and resolved unanimously to give out a Community award at the meeting.

43. General Information and proposals for Future Agenda Items

- a) **Pavilion** The Council continued to express dismay at the unauthorised signage put up by the Football Club. Cllr Weavers also mentioned the fact that there is now nowhere to put a clock. The Council had requested any signage would be removable and were given assurances they could sign off the proposal prior to them being put in place. This did not happen and the Council requested the members of the Pavilion Management Committee raise it with the Football Club at the next Pavilion meeting

44. Finance

- a) **Income Received and Cheques Payable** – to approve the payments for March and review the Payments and Receipts for February
- b) It was resolved to pay any invoices received before month end to take out of 2019-20 budget. Details will be circulated by email for prior approval

45. Planning Applications

- a) There was one notice received and discussed
- b) Prior Applications Granted or Refused were circulated for information and reviewed

The meeting closed at 21.45

Payments agreed for March

		Santander Payments			
601	MDH Horticultural Services	Monthly Open Spaces Maintenance	£1,192.61	£238.52	£1,431.13
602	HMRC	Tax & NI	£188.99		£188.99
603	J Hayton	Salary	£962.28		£962.28
604	MDH Horticultural Services	Monthly Gang Mowing	£244.90	£48.98	£293.88
605	J Hayton	Expenses - phone stamps poo bags lock for Pavilion	£65.12		£65.12
606	Oasis Landscapes	Winter planting in trough. Clearing vegetation	£385.00		£385.00
607	Burslems Memorials	Refund of memorial fee paid twice	£110.00		£110.00
608	MDH Horticultural Services	Posts on Chipstead Common	£96.00	£12.00	£108.00
609	Treecraft	Reinspecting trees after ivy removal	£31.50	£6.30	£37.80
					£0.00
					£0.00
					£0.00
					£0.00
			£3,276.40	£305.80	£3,582.20

Payments and Receipts made in February

	Opening Balance	£61,092.45
04/02/2020	Pavilion Insurance paid by PMC	£703.27
22/02/2020	INTEREST PAID AFTER TAX 0.00 DEDUCTED	£4.90
28/02/2020	FASTER PAYMENTS RECEIPT REF.CHIPSTEADFCSELECT FROM Chip fc	£68.22
06/02/2020	CHARGES FROM 2019-12-22 TO 2020-01-21	£7.50
04/02/2020	TRANSFER VIA FASTER PAYMENT TO J HAYTON REFERENCE AMPLIFIER SPEAKER	£348.79
04/02/2020	TRANSFER VIA FASTER PAYMENT TO CHEVENING PARISH COUNCIL REFERENCE TRANSFER	£100.00
04/02/2020	TRANSFER TO DRM TREES TO CPC017	£180.00
04/02/2020	TRANSFER VIA FASTER PAYMENT TO VC HANDYMAN REFERENCE CHEVENING PC	£150.00
04/02/2020	TRANSFER VIA FASTER PAYMENT TO K M FINCH REFERENCE 2515	£696.00
04/02/2020	TRANSFER VIA FASTER PAYMENT TO STREETLIGHTS REFERENCE 11102	£735.11
04/02/2020	TRANSFER TO DRM TREES TO CPC017	£877.50
04/02/2020	TRANSFER VIA FASTER PAYMENT TO MDH HORTICULTURAL SERVICES REFERENCE 1866	£252.00
04/02/2020	TRANSFER VIA FASTER PAYMENT TO J HAYTON REFERENCE POSTS	£25.09
04/02/2020	TRANSFER VIA FASTER PAYMENT TO J HAYTON REFERENCE HAND DRYERS	£299.97
04/02/2020	TRANSFER VIA FASTER PAYMENT TO MDH HORTICULTURAL SERVICES REFERENCE 1864	£293.88
04/02/2020	TRANSFER VIA FASTER PAYMENT TO J HAYTON REFERENCE TRANSFER	£15.61
04/02/2020	TRANSFER VIA FASTER PAYMENT TO J HAYTON REFERENCE TRANSFER	£962.28
04/02/2020	TRANSFER VIA FASTER PAYMENT TO HMRC REFERENCE 577PV00161414	£188.99
04/02/2020	TRANSFER VIA FASTER PAYMENT TO MDH HORTICULTURAL SERVICES REFERENCE 1865	£1,431.13
21/02/2020	DIRECT DEBIT PAYMENT TO CAMPAIGN TO PROTEC REF 017255, MANDATE NO 0003	£36.00
27/02/2020	DIRECT DEBIT PAYMENT TO SOUTHERN ELECTRIC REF 910036741, MANDATE NO 0005	£474.07
	Closing Balance	£54,794.92

Planning Applications Considered at the Meeting

20/00023/LBCALT 20/00022/HOUSE	West Lodge 60 High Street Chipstead KENT TN13 2RR	Replacement of existing conservatory with a garden room to facilitate alterations to the roof, eaves with an addition of a new rainwater good, woodburner and alterations to fenestration and doors.	No objection.	Robbie	
SDC Decisions on Previous Planning Applications					
19/03443/HOUSE	1 Nursery Place Chipstead KENT TN13 2RH	Removal of existing roof, construction of new roof with dormers and rooflights. Removal of garage to enable a grassed garden to be laid.	No objection	Nigel	Granted
19/03450/HOUSE	13 Springshaw Close Bessels Green KENT TN13 2QE	First floor side extension. Single storey extension. Alterations to fenestration.	No objection	John B	Granted
19/03491/HOUSE	170 Chesterfield Drive Riverhead KENT TN13 2EH	Single storey side extension	No objection	John E	Granted
19/03580/HOUSE	Northrepps Bessels Green Road Bessels Green KENT TN13 2PS	Replacement detached garage	No Objection	Allan	Granted