



Chevening Parish Council

**Minutes of the Ordinary Meeting of the Parish Council
held on Monday, 1st September at 7.30pm
at the Pavilion, Chipstead Recreation Ground Chevening Road Chipstead TN13 2SA.**

Present:	Mr N Williams	Chairman
	Mr J London	Vice Chairman
	Mr J Eastwood	Councillor
	Mr D Lewis	Councillor
	Mrs C Moses	Councillor
	Ms J Nielsen	Councillor
	Mrs L Weavers	Councillor
	Mrs V Woodruff	Councillor
	Mrs P Cole	Clerk
	Cllr N Williams	KCC
	Cllr S Robinson	SDC
	Members of the Public	4
Apologies	Mr A de Turberville	Councillor
	Cllr M Alger	SDC

121 Apologies and Absences

Cllr de Turberville sent his apologies and Cllr Alger from SDC sent her apologies.

122 Declarations of interest or lobbying

There were no declarations of interests or lobbying.

123 Minutes of Previous Meeting

The minutes of the meeting on 7th July 2025 previously agreed by email were formally resolved by the Council and signed by the Chair as a true record.

124 Updates from KCC.

Cllr Williams informed the Council that Reform was starting to get going with meetings. The only issue currently being discussed and decisions being made was on Local Government Reorganisation. Although it was stated in the press that the Government had not costed out the reorganisation, nevertheless Cllr Williams felt it would go ahead with maybe three or four unitary Councils. He also felt everyone should take part in the consultation.

Cllr Robinson, SDC asked Cllr Williams questions on the following items. Had there been any feedback from the residents on the new layout of Chipstead Lane. He had not been contacted by

any residents. KCC would be installing the barriers at the school. Cllr Williams also confirmed that the extension to the 20mph would take place during October half term.

125 Updates from SDC

Cllr Williams informed the Council that the sites potentially going into Plan 2042 would be published on 16th September to be presented to the Development & Infrastructure Advisory Committee the following week. SDC would carry out a full consultation online and in person over seven weeks during September to November.

Cllr Robinson reported that she had been asked to chair the Scrutiny working group which will be looking at all areas of Local Government Reorganisation, including communications. She would like to hear the views of residents. Cllr Robinson had also visited the Sewage Treatment Works at Longreach near Dartford. She confirmed that there would not be a sewage treatment works built in Sevenoaks as there was plenty of capacity at Longreach.

126 Questions from the Public

There were no specific questions for the Council from the members of the public present. One resident informed the Council that one of the cameras on the Sailing Club Road had been knock down, possibly vandalised. It was resolved that Cllr London contact PCC Matthew Scott and it should also be reported to the Community PC Harry Watson.

127 Open Spaces

a) Open Space Inspection

Cllr Eastwood had previously mentioned the poor state of the noticeboard near to Chesterfield Drive and this had been placed on the handyman's list to varnish. Cllr Nielsen also mentioned the state of one of the noticeboards in Chipstead. She felt that the noticeboards were looking tatty. Riverhead PC had recently installed new ones. Cllr Nielsen would take photos to be considered at a later meeting.

Cllr Williams would investigate whether there would be new grass seed on the crossroads at Witches Lane.

Cllrs would need to carry out regular inspections of the open spaces once Cllr Williams had left the Council.

i) Christmas Tree

It was resolved that the Council would buy a Christmas tree from Newlands Garden Centre in October.

ii) Poplar Trees on Chipstead Lane

It was resolved that the Parish Council accept the quote of £240 from DRM Trees Ltd to remove the epicormic stem growth from the trunks of the trees.

b) Playground Inspection

The clerk confirmed that the resurfacing had been completed and Safeplay had submitted their invoice.

128 Meeting Dates for 2026

It was resolved to approve the following Council meeting dates:

5th January

2nd February

2nd March

7th April
5th May
1st June
6th July
7th September
5th October
2nd November
7th December – Light up a Life.

The proposed date for the Annual Assembly was not convenient for some Councillors. The clerk was asked to look for a suitable date that did not clash with other local Parish Councils.

129 Election of Working Parties, Representatives and Other Posts

It was resolved to approve the changes to membership of working parties, representatives and other posts as per Appendix 1 to these minutes.

A discussion also took place regarding the Beautification committee. It was resolved to buy some bulbs with the money sitting in the Coblands account. It was further resolved to remove the Coffin on the green.

130 Review of Clerk's pay

Cllr Eastwood had previously sent an email to all Councillors regarding the new Clerk's pay. It was agreed that the new clerk start on Level 25 of the Local Government Services Pay Agreement and be reviewed in 6 months following the completion of a six month's probationary period. At that time a job evaluation would also be completed.

Cllr Eastwood also informed the Council that the previous Clerk had received backdated pay from 1st April following the recent approval by the Unions of this year's pay increase. It was noted that the previous Clerk had never taken any holiday, and Cllr Eastwood proposed a sum of money. Going forward it was important the leave records were maintained. Councillors were most appreciative of the work the previous Clerk had done over the past ten years. Cllr Eastwood would investigate buying a suitable present for her.

131 Correspondence Received and General Issues

i) Parking on Witches Lane

There used to be a walking bus from the green to Riverhead School. Cllr Williams is pursuing yellow lines with KCC with a decision to be made in May.

ii) Brickfield Lane

Cllr Moses had visited the site. There are several businesses including the farm and many of the buildings had been developed. It was resolved that Councillors would monitor the area.

iii) Update on meeting with Football Club

Councillors noted the reduced number of teams using the Recreation Ground on a Saturday morning but felt this could be reduced further.

iv) Maintenance of Bridge, River and Surrounding Areas in Chipstead

Councillors resolved that the removal of the silt and earth that had fallen into the river and thus reducing its width should go ahead as it was important to improve the overall quality of the river. The clerk would look into getting a quote for the works.

132 General Information and proposals for Future Agenda Items

i) Otford FC will be using Chipstead Common on Sundays

Noted

ii) Update on Fort Halsted Visit to see the proposals by Cllrs London & Moses

Cllr Moses will send her full report to all Councillors. She outlined some of the key points: The developers would be creating a Heritage Centre on the Fort and had set aside £1 million for this and would be looking for a community organisation to take it over approximately two years after completion. There would be no provision for public transport until enough residents had moved in. There was provision for a surgery on the development, but would there be any GPs to work in it. 20% affordable housing would be provided.

Councillor Nielsen brought up the issue of the non-resident whose ashes had been placed in the churchyard. Councillors Williams proposed that the Burial Ground rules should be reviewed at the next meeting.

133 Finance - Income Received and Cheques Payable

The payments for September were approved and the Payments and Receipts for July and August were reviewed.

134 Planning Applications

There were no pending planning applications. The applications granted or refused were reviewed.

135 Resignation of Councillor Williams

Cllr Williams notified the Council that he would be resigning as Chairman and a member of the Parish Council with immediate effect. It was resolved to accept Councillors Williams' resignation, and it was also confirmed that Councillor Williams would no longer be a signatory to the Council's bank accounts and the clerk would notify the banks to this effect. Councillors commented that they were very grateful for everything he had done and that he had been a very good Chairman.

The meeting closed at 21.07

APPENDIX 1

List of Offices and Working Parties etc

Position

Incumbents Sept 2025

Chair

Vice Chair

Finance Working Party

JE(Ch) DL

Pavilion Committee

JL JN

Chevening News Reports

AdeT

Open Spaces Special Interests:

Chipstead Common

JL

Chesterfield Drive

JE

Chipstead Green

VW

Land South of Lake

DL CM

Recreation Ground

CM

Bullfinch Close

JE

Bessels Green

AdeT JN

Burial Ground

LW

Churchyard

JN

War Memorial

AdeT

Fort Halstead Observers & Monitoring progress of Local Plan

JL

Grievance Committee

LW JE CM

Appeals Committee

JL VW DL

Ground Maintenance

AdeT PC

Web Site Maintenance

PC

Topple Testing

JN VW LW

Parkland

JL Hardy's LW

Beautification

LW JN AdeT VW CM

Parking

JL JN VW

Other Reps Appointed by Chevening Parish Council

Lucy Stanhope Charity Reps

Annie Brook William
Westacott

Footpaths

Graham Birch

Signed as a true record

6th October 2025