



Chevening Parish Council

**Minutes of the Ordinary Meeting of the Parish Council
held on Monday, 2nd March 2026 at 7.30pm
at the Pavilion, Chipstead Recreation Ground, Chevening Road, Chipstead, TN13 2SA**

Present:

Cllr John Eastwood (Vice Chairman)
Cllr Kevin Leek
Cllr David Lewis
Cllr Clare Moses
Cllr Jane Nielsen
Cllr Lela Weavers
Cllr Val Woodruff

In Attendance:

| | |
|-----------------------|-------------|
| Mrs Penny Cole | Clerk |
| Cllr Nigel Williams | KCC and SDC |
| Cllr Sandra Robinson | SDC |
| Members of the Public | 4 |

199 Apologies and Absence

Apologies were received from Cllr James London and Cllr Allan de Turberville.

200 Declarations of interest or lobbying

There were no declarations of interests or lobbying.

201 Minutes of Previous Meeting

It was RESOLVED that the minutes of the meeting on 2nd February 2026, be approved and signed by the Chairman as a correct record.

202 Updates from KCC and SDC

Cllr Williams informed the meeting that KCC had set its budget with some objections. The consultation for Local Government Reform is currently live, and the decision is likely to be made in July. Cllr Williams had also organised a meeting with the PCC and senior police regarding the Chipstead junction with the A25. He had also had a meeting with KCC on the Bessels Green crossing. He was determined to ensure a crossing was installed and asked for the data that residents had gathered to pass it on to KCC.

In respect of SDC, the Regulation 19 was progressing to provide the evidence that the infrastructure would be provided along with the housing. Other planning issues that Cllr Williams was looking at was Fort Halstead and Packhorse Road.

Cllr Alger informed the meeting that a potential 'shop' at Dunbrik was ongoing and subject to funding. Good quality recycling was currently being sent to the Allington HWRC for sale. The profit for these sales go to staffing and the KCC Chairman's charity. SDC would be holding a briefing on food waste next week for all district Councillors. The Bradbourne Lakes project was progressing and works to the lake and replanting and rewilding would be carried out soon.

Cllr Robinson updated the Council on the latest position of the potential Bessels Green crossing. The petition and traffic count report would be presented to the Sevenoaks JTB in March. A Parish Councillor suggested that crossing numbers at the two Riverhead crossings could be identified to help the case and the crossing should also link to the footpaths on both sides of the road. The other issue Cllr Robinson mentioned was the audit report by SDC's external auditor – this was the second year the auditors had disclaimed the accounts. A Parish Councillor asked Cllr Robinson about SDC's intention to sell SDC assets to the Town Council and the Stag Theatre in particular. Councillors were very supportive of this, but the officers were concerned that this could have a financial impact on the district Council.

203 Questions from the Public

One member of the public asked about the request by the Chevening Amblers to place a boundary rope at the edge of the field once play had ended, and they also questioned the charge by the Council to the Holmesdale Club. The clerk informed the resident that the request by Chevening Amblers was on the agenda to be discussed. The Council charged a lower rate when the Holmesdale Club played at the Rec compared with the Chevening Amblers.

204 Annual Assembly 2026

The clerk updated the Council on the preparations for the meeting. It was agreed that an agenda would be delivered to all households. Cllr Eastwood would give a financial report, and Cllr London would give a verbal Chairman's Report. There should be an agenda item on the Lucy Stanhope charity. The agenda would be circulated in the first week of April and the clerk would circulate the current delivery list to Councillors and any information on the Lucy Stanhope charity to Cllr Weavers.

205 Open Spaces

Open Space Inspection

A bollard in Sailing Club Road has been knocked down and needs replacing. The clerk would request MDH to undertake the works.

a) Sailing Club Road

Three quotes were presented to the Council for the white lining of the new surfaced area. It was AGREED that the quote for £595 plus VAT provided by Acculine be approved. A quote to provide chain link fencing to be erected behind the surfaced area had been received from Tyrrells Fencing for £1190 plus VAT. It was AGREED to accept this quote.

b) Recreation Ground Vertidrainage

The vertidrainage had been partially undertaken. The sand had been laid but the actual draining had been postponed until the rain had stopped. The clerk would contact JGC Sportsturf to check on progress. The clerk also informed the Council that JGC considered the best time to undertake the vertidrainage was in the October half term following a dry summer. There were opportunities for the football club to obtain a grant from the Football Association for a second vertidrainage if required.

c) Coffin and Skip

It was agreed to remove the coffin but to offer the wood to residents. It was further AGREED that MDH would provide a skip to remove any non-burnable waste for church refuse and the soil and any wood remaining.

d) Chipstead Green Information Board

Councillors noted the work being undertaken with Kent Ramblers and Graham Birch to provide an information board for the Darent Valley Path and a map of the Parish's footpaths. This could be included with the grant to the National Lottery for the Council's general noticeboards, and it was AGREED to pursue this project.

e) Trees around Chipstead Common

A resident had contacted the Parish Council to complain about sightline issues around the junction of Chipstead Lane and Barnfield Road. It was AGREED that a quote should be sought from DRM Trees to undertake a general cutback of the bushes and small trees on this corner of the Common.

f) Trees on Green in Chesterfield Drive

The Council noted the quote from DRM Trees of £825 plus VAT which had been agreed by the Chairman in consultation with the Clerk, to cut back the height and width of the trees to help with sightline issues.

206 Correspondence Received and General Information

a) *Chevening Estate Parkland Scheme*

Councillors noted the email received from the Sevenoaks District Council enforcement team which informed the Council that they were unable to monitor all developments that had received planning permission and any concerns with the type of soil being deposited should be notified to the Environment Agency as it is subject to a EA permit. The clerk confirmed that she had posted the notice on the Council's website and facebook page, Cllr Leek had attended the site several times but had not noticed anything untoward. Councillors AGREED that the clerk should email Cluttons, the managing agent, to ascertain when the next meeting would take place as they had previously agreed that a meeting should be arranged in January when the works recommenced.

b) *Local Government Reorganisation*

Councillors noted the email and background papers from Sevenoaks District Council regarding the Government consultation on LGR. This was noted and Councillors AGREED to note this but not respond to the consultation.

c) *Great British Spring Clean*

The Council had received an email from Keep Britain Tidy and support for this initiative from Sevenoaks District Council. It was AGREED not to take part in the scheme as many residents undertook litter picks throughout the year and there was very little litter visible in the Parish.

207 Pavilion

Repair works to the Pavilion were ongoing. It was AGREED that the cupboards outside the Pavilion would be repaired with new felt roofing and wood struts. It was further AGREED to remove the membrane and woodchips along the side of the Pavilion as this was not keeping the weeds at bay and was potentially overlapping the dampproof course and the water butt would be removed. The rainwater pipe next to the main door was overflowing making the brickwork wet, and it was AGREED to undertake some initial investigations.

Councillor Leek and the clerk had met with Musketeers to discuss the enhanced requirements needed to comply with legislation and ensure the Pavilion was tested for legionella. Councillors considered the quote sent by Musketeers and AGREED that the risk assessment be carried out at a cost of £595 and the legionella testing be carried out as soon as possible. Councillors would consider further what other works needed to be carried out and by who. It was noted that Cllr Leek had purchased a temperature testing kit.

The clerk informed the Council that the emergency electrical test had been completed by Phase Electrical and their report was noted. The Council had received compliance certificates on the PAT Testing, wiring and fire alarm. Phase Electrical had identified some issues to the emergency lighting. These were medium risks, and Councillors AGREED to obtain a quote from Phase Electrical to carry out these works.

208 Utility Contract Retenders

The contract with Octopus Energy was ending in March. Councillors considered three quotes, the first from Octopus Energy obtained directly for £1246.82 per year for two years and from British Gas £1697.67 per year for two years and £1703.46 for three years and from YuEnergy £1398.03 per year for two years and £1402.37 a year for three years via Clear Utility Solutions. Quotes were also obtained from Compare the Market with Fuse Energy being £1277.16 per year and So Energy being £1334.88 per year both for a one-year contract. It was AGREED to accept the new two-year contract through Octopus Energy. It was further noted that Octopus Energy did not supply a quote for three years.

The streetlight contract was also coming to an end. It was noted that Octopus Energy did not contract for unmetered supplies and EDF Energy had declined to quote. The clerk had also contacted British Gas and Eon Energy, but no quote had been received. It was AGREED to accept the quote from SSE the current supplier for £2919.71 per year for a three-year contract.

209 Noticeboards

It was noted that a grant application had been submitted to the National Lottery for £17,000 to renew the Council noticeboards and include four new pre-printed boards for the historic trail as well as the new sign for the Darent Valley Path. The next steps would be to obtain quotes and to get residents involved in the heritage trail at the Annual Assembly.

210 Bus Shelter

At a previous meeting the clerk had confirmed that KCC had approved the funding for 50% towards the cost of the bus shelter. Although the quote had been received this had not been approved by the Council previously. It was AGREED to accept the quote of £6100 plus VAT from The Shed Man to provide a bus shelter to be placed on the small green opposite Chipstead Common.

211 KCC HIP

The Clerk presented a draft HIP form containing four items which should be placed in priority order. Following discussion, it was agreed to submit the HIP with the following items in order; 1. Bessels Green zebra crossing, 2. 20mph repeater signs or road markings in Chipstead High Street, 3. Crossroads at the junction of Chevening Road with Ovenden/Sundridge Road and 4. Chipstead junction on the A25. The clerk would recirculate the form and then send it to KCC and KCC Cllr Williams.

212 Voluntary and Community Awards

Sevenoaks District Council would be holding their annual voluntary and community awards event and had asked for nominations. It was AGREED that Cllr Moses would submit two nominations on behalf of the Council, namely Graham Birch, the Council's footpaths warden and The Pilgrims which is a men's mental health charity that has raised over £100,000 for other charities.

213 Finance

a) Bank Accounts

The clerk was in the process of moving all payments and receipts from the Santander account to Unity. Cllr Eastwood was progressing updating the Nat West account and so far, no communication had been received from Barclays. It was AGREED to investigate these matters further.

b) Income Received and Cheques Payable

It was AGREED that the payments for March be approved and the payments and receipts for February be noted (Appendix 1).

c) Grant Request

A grant request had been received from DAVSS. It was AGREED that no donation would be given at this time as the charity was funded by the three district Councils, and it appeared that there was far less of an impact from the Charity in Sevenoaks.

214 Planning Applications

a) Applications for consideration by the Council

| | | | |
|----------------|--|--|--------------|
| 26/00264/HOUSE | Sandholme, Chipstead Lane Sevenoaks Kent TN13 2RE | Demolition of existing garage, two-storey side and front extension with new porch and part-rear first-floor extension. Alterations to fenestration. | No objection |
|----------------|--|--|--------------|

b) To note any applications decided between meetings

| | | | |
|--------------|--|---|-----------|
| 25/03451/FUL | Land West Of Tippuk Packhorse Road Bessels Green Kent TN13 2QP | Demolition of existing stables and ancillary buildings, erection of two detached dwellings with solar panels of two storey design (with accommodation in roof space) to be served by detached garages (with accommodation above) and introduction of vehicle and pedestrian access onto Packhorse Road. Associated landscaping and new driveway. | Objection |
|--------------|--|---|-----------|

c) Applications granted or refused – for review

None.

d) Works to trees

None.

215 Progress Tracker and Items for Future Meetings

The progress tracker on Council decisions was reviewed. There was further discussion on a potential future use of the hut on the Common.

The meeting closed at 10.47pm

APPENDIX 1

February Payments and Receipts

| | | |
|------------|---|------------|
| 28-Feb-26 | Service Charge | -£7.95 |
| 03-Feb-26 | B/P to: Window Cleaner | -£100.00 |
| 03-Feb-26 | B/P to: MDH Horticultural | -£240.00 |
| 03-Feb-26 | B/P to: Mazars | -£504.00 |
| 03-Feb-26 | B/P to: KALC | -£60.00 |
| 03-Feb-26 | B/P to: KALC | -£84.00 |
| 03-Feb-26 | B/P to: Age UK | -£100.00 |
| 03-Feb-26 | B/P to: Oliver Hoad | -£70.00 |
| | | - |
| 03-Feb-26 | B/P to: Coppard | £11,544.00 |
| 03-Feb-26 | B/P to: Penny Cole | -£399.49 |
| 03-Feb-26 | B/P to: JGC Sportsturf | -£1,071.20 |
| 03-Feb-26 | B/P to: MDH Horticultural | -£412.40 |
| 03-Feb-26 | B/P to: Penny Cole | -£1,414.27 |
| 03-Feb-26 | B/P to: HMRC | -£619.21 |
| 03-Feb-26 | B/P to: MDH Horticultural | -£1,954.74 |
| 12-Feb-26 | Hobbs H | £25.00 |
| 09-Feb-26 | CHEVENING AMBLERS - Cricket Square Sept & Oct | £1,785.35 |
| 09-Feb-26 | CHEVENING AMBLERS - Pitch Hire | £2,325.00 |
| 09-Feb-26 | CHEVENING AMBLERS - Cricket Square August | £892.67 |
| 04-Feb-26 | DIGNITY FUNERALS | £371.00 |
| 25/02/2026 | DIRECT DEBIT PAYMENT TO OMNI WASTE MGMT | -£39.60 |
| 24/02/2026 | DIRECT DEBIT PAYMENT TO VALDA ENERGY LIMIT | -£43.53 |
| 23/02/2026 | DIRECT DEBIT PAYMENT TO SSE ENERGY SUPPLY | -£224.57 |
| 17/02/2026 | DIRECT DEBIT PAYMENT TO OCTOPUS ENERGY | -£214.39 |
| 16/02/2026 | DIRECT DEBIT PAYMENT TO CASTLE WATER LTD | -£118.87 |
| 11/02/2026 | BANK GIRO CREDIT REF HMRC - VAT | £2,852.29 |
| 02/02/2026 | DIRECT DEBIT PAYMENT TO GOCARDLESS REF KENTCABLES | -£30.00 |

March
Payments

| Item No. | Payee | Reason | Net | VAT | Total |
|-----------------------|------------------------------------|--|-----------|---------|-------------------------|
| Unity Payments | | | | | |
| 1512 | MDH Horticultural Services | Open Spaces | £1,628.95 | £325.79 | £1,954.74 |
| 1513 | HMRC | Tax & NI | £619.21 | £0.00 | £619.21 |
| 1514 | P Cole | Salary | £1,414.27 | £0.00 | £1,414.27 |
| 1515 | MDH Horticultural Services | Gang mowing | £343.67 | £68.73 | £412.40 |
| 1516 | P Cole | Expenses | £29.18 | £5.83 | £35.01 |
| 1517 | JGC Sportsturf | Cricket Square | £892.67 | £178.53 | £1,071.20 |
| 1518 | SLCC | Clerk training re Year End | £30.00 | £6.00 | £36.00 |
| 1519 | Plaxtol Pest & Wildlife Management | Rodent riddance and proofing of external areas | £405.00 | £0.00 | £405.00 |
| | | | | | <u>£5,947.83</u> |