



Chevening Parish Council

**Minutes of the Ordinary Meeting of the Parish Council
held on Monday, 5th January 2026 at 7.30pm
at the Pavilion, Chipstead Recreation Ground, Chevening Road, Chipstead
TN13 2SA**

Present:

Cllr James London (Chairman)
Cllr John Eastwood
Cllr Allan de Turberville
Cllr Kevin Leek
Cllr Clare Moses
Cllr Jane Nielsen
Cllr Lela Weavers

In attendance:

Mrs Penny Cole	Clerk
Cllr Nigel Williams	SDC & KCC
Cllr Michelle Algar	SDC
Cllr Sandra Robinson	SDC
Members of the Public	1

170 Apologies and Absence

Cllrs Woodruff and Lewis gave their apologies for the meeting due to ill health. These were accepted.

171 Declarations of interest or lobbying

There were no declarations of interests or lobbying.

172 Minutes of Previous Meeting

It was RESOLVED that the minutes of the meeting on 3rd November 2025, be approved and signed by the Chairman as a correct record.

173 Updates from KCC and SDC

Cllr Williams stated that Reform led KCC had yet to publish their budget. Cllr Williams is looking into the possibility of a salt bin in Martin Shaw. He also stated that, as a KCC Councillor, he received a grant this year of around £6,000 which he planned to spend on community projects. This money would be shared among the 9 Parish Councils and Cllr Williams would be writing to all Parishes asking for suggestions.

Cllr Williams also gave a SDC update. Following the end of the consultation for the Local Plan 2042 the planning officers would now be reviewing the approximately 5,000 comments sent to SDC. There would be a further 6-week consultation in the summer before the plan was submitted to the planning inspector. Cllr Williams also mentioned the sad death of Cllr Williamson who had been a long-standing Councillor for Halsted, Knockholt and Badgers Mount ward.

Cllr Algar informed the Council that the petition to install a crossing at Bessels Green had now reached 1,000 signatures. Cllr Algar was also working to have a shop installed at the Dunbrik HWRC for residents to buy any items that were taken there. Profits from the shop would go to the Chairman's charity.

Cllr Robinson commented that the external auditor had disclaimed SDC's accounts for the second year. This was partly due to the backstop and also due to insufficient information available to the auditors. Cllr Robinson had successfully spoken against a retrospective planning application in Brasted which had previously had many heritage features.

174 Questions from the Public

There were no questions asked.

175 Open Spaces

Open Space Inspection

a) River Darent

Councillors considered a quote of £1950 for works to be completed. Cllr Moses would take another look at the site and report back to the next meeting.

b) Sailing Club Road

Councillors reviewed the work completed for the new parking bays. It was AGREED that these would need to be marked out and quotes sought for this. The land behind the parking bays would need to be refenced in the Spring and quotes would be sought for this work. Councillors also considered the need to remark the original parking bays.

c) Chipstead Football Club

David Barclay, the Vice Chairman of Chipstead FC addressed the meeting and asked if Councillors had any issues to bring to the Club as well as the issues of fees. Councillors agreed that previous issues surrounding parking by parents seemed to have been resolved and there had been no complaints recently. Only two teams were currently using the pitches and mostly at different times. It was AGREED that the clerk would correspond with the club on the dates that the club used the Rec and invoice them from September to December.

d) Recreation Ground Vertidrainning

Councillors considered the two quotes received for the Vertidrainning. Before making a final decision in February the clerk would check the agreement with the football club and contact them to see if they wanted the work completed. Ideally it should be done either in February/March or October/November.

176 Correspondence Received and General Issues

a) Chevening Enhancement Scheme

Councillors considered the response from SDC Enforcement. Unfortunately, SDC would need photographic proof of any unsuitable materials being used. It was AGREED that a notice be put on the noticeboards requesting residents to contact the Council if they had any concerns and to take photos.

177 Budget 2026-27 and Precept

Cllr Eastwood presented the budget for Councillors consideration. He was proposing an increase to the Precept of £5,000 to £80,000. Cllr Eastwood had used the RPI increase of 5% for all contracts. The clerk's salary had increased by 6-7% due to the Local Government pay review, the National Insurance costs had increased, and the Council had rejoined KALC. The main risk to the budget was the income due from the football and cricket clubs and the burial ground.

The letter from SDC had stated that the draft tax base for the Parish was estimated to be 1,468.20 and would be approved by Cabinet next week. This would make the Parish Council tax for a Band D property £54.49. Cllr Eastwood PROPOSED and Cllr London SECONDED that the precept for the year 2026-27 be £80,000. This was AGREED by all Councillors.

178 Bus Shelter

A letter had been received from KCC approving a grant of £3,050 towards the cost of a bus shelter at the green opposite the Common. Councillors had already approved the quote from the supplier. It was AGREED that Cllr Eastwood signed the acceptance letter on behalf of the Council.

179 Noticeboards

Cllr Moses was in the process of applying for some grant funding to replace the Council's noticeboards. She hoped to have an update at the February meeting.

180 Telephone Boxes

Councillors considered an email from the Sevenoaks Community First Responders requesting that the Parish Council considers keeping the two telephone boxes that contain defibrillators in a spider free condition and the doors to be sprayed with WD40. Cllr Leek agreed to inspect them and do any necessary work required.

181 General Information and proposals for Future Agenda Items

The Chairman proposed various items for future discussion. The clerk had no office space in the Pavilion to work and to store Council documents. An item for discussion would be placed on the February agenda when Councillors would consider setting up a working group. Cllr Moses wished to promote a heritage trail – this item would be on the March agenda. Following several complaints about the hut on the Common it was agreed that Councillors would hold a Council meeting there either in June or July. A review of the burial ground fees would be discussed in February following a meeting between the clerk and Cllr Eastwood. Cllr Leek would raise a list of repairs to the Pavilion, and the clerk would collate a list of contracts in place for the February meeting. These items were AGREED by Councillors.

182 Finance

a) Bank Accounts

The clerk highlighted the large number of bank accounts held by the Council. It was AGREED that the clerk would meet with Cllr Eastwood to present a proposal to Councillors at the next meeting.

b) Donation

A request for a donation had been made by Age UK, Maidstone, Sevenoaks and Tonbridge for a community transport project to purchase two wheelchair accessible vehicles. The Chairman proposed and it was AGREED to donate £100 to this project.

c) Income Received and Cheques Payable

It was AGREED that the payments for January be approved and the payments and receipts for November and December be noted (Appendix 1)

183 Planning Applications

The following application was discussed at the meeting:

25/03429/FUL, 38-44 Bullfinch Lane. Cllr Eastwood had considered the application. It was AGREED to submit an objection based on the following reasons: highway safety, lack of parking for visitors, loss of amenity and overlooking of the neighbours, over height of the properties, over development of the site and loss of green space.

The applications decided between meetings were noted and the applications granted or refused were reviewed.

A letter had been received from SDC Planning Information notifying the Council that yellow lines would be placed at the new development at 111 Chevening Road. Although there was no ability for the council to be consulted on this, it was AGREED that the clerk write to SDC outlining the Council's objection to these lines, as yellow lines had been requested elsewhere in the village and had not been approved by Kent Highways.

184 Progress Tracker

The progress tracker on Council decisions was reviewed. Cllr Moses would review the possibility of placing 20mph repeater signs in the High Street/Chipstead Lane and make a final recommendation at the next meeting and a new item would be added to request KCC to place markings on the highway. No further work needed to be carried out to the benches. All other items had been discussed in previous agenda items.

The meeting closed at 21.10

APPENDIX 1

November Payments and Receipts

04-Nov-25	B/P to: Penny Cole	-£1,603.67	
04-Nov-25	B/P to: MDH Horticultural	-£412.40	
04-Nov-25	B/P to: MDH Horticultural	-£1,954.74	
04-Nov-25	B/P to: HMRC	-£429.81	
04-Nov-25	B/P to: PSR Lighting	-£360.00	
04-Nov-25	B/P to: Window Cleaner	-£30.00	
04-Nov-25	B/P to: Volunteer Trans	-£200.00	
04-Nov-25	B/P to: DRM Trees	-£600.00	
04-Nov-25	B/P to: SLCC	-£240.00	
04-Nov-25	B/P to: Penny Cole	-£31.52	
30-Nov-25	Service Charge	-£9.00	
03-Nov-25	FUNERAL PARTNERS		£110.00
25/11/2025	DIRECT DEBIT PAYMENT TO OMNI WASTE MGMT REF RWYY22N, MANDATE NO 0015	-£21.60	
24/11/2025	DIRECT DEBIT PAYMENT TO VALDA ENERGY LIMIT REF VALDAENERGY, MANDATE NO 0014	-£9.18	
21/11/2025	DIRECT DEBIT PAYMENT TO CASTLE WATER LTD REF 546134, MANDATE NO 0011	-£156.88	
21/11/2025	DIRECT DEBIT PAYMENT TO SSE ENERGY SUPPLY REF 0014194-DD01306530, MANDATE NO 0013	-£183.38	
17/11/2025	DIRECT DEBIT PAYMENT TO CASTLE WATER LTD REF PR100111564789, MANDATE NO 0016	-£223.15	
14/11/2025	DIRECT DEBIT PAYMENT TO OCTOPUS ENERGY REF A-E621DDFB-001, MANDATE NO 0012	-£91.82	
11/11/2025	CHARGES FROM 2025-09-22 TO 2025-10-21	-£7.50	
03/11/2025	DIRECT DEBIT PAYMENT TO GOCARDLESS REF KENTCABLES-77MEMBH, MANDATE NO 0008	-£30.00	
		-£6,594.65	£110.00

December Payments and Receipts

16-Dec-25	FUNERAL PARTNERS - Brown Memorial Inscription		£110.00
08-Dec-25	CHEVENING AMBLERS - Cricket Square Nov		£892.67
08-Dec-25	CHEVENING AMBLERS - Cricket Square Dec		£892.67
22-Dec-25	Cheque Credit - Holmesdale Art Group Pavilion Hire		£156.00
22-Dec-25	Cheque Credit - Brown Internment		£525.00
22-Dec-25	Cheque Credit - Allotment Assn Hall Hire		£20.00
22-Dec-25	Cheque Credit - Allotment Assn recharge		£60.00
15-Dec-25	B/P to: JGC Sportsturf	-£1,071.20	
15-Dec-25	B/P to: Brian Thomas	-£175.00	
15-Dec-25	B/P to: MDH Horticultural	-£240.00	
12-Dec-25	B/P to: Danni - Cleaner	-£300.00	
12-Dec-25	B/P to: JRB Enterprise Ltd	-£160.44	
12-Dec-25	B/P to: KALC	-£617.18	
12-Dec-25	B/P to: MDH Horticultural	-£1,954.74	
12-Dec-25	B/P to: Fire Protection	-£134.81	
12-Dec-25	B/P to: MDH Horticultural	-£828.00	
12-Dec-25	B/P to: SDC	-£868.92	
12-Dec-25	B/P to: MDH Horticultural	-£412.40	
12-Dec-25	B/P to: TCPA	-£118.00	
12-Dec-25	B/P to: Penny Cole	-£195.98	
12-Dec-25	B/P to: Penny Cole	-£1,414.27	
12-Dec-25	B/P to: Window Cleaner	-£30.00	
12-Dec-25	B/P to: MDH Horticultural	-£99.00	
12-Dec-25	B/P to: MDH Horticultural	-£240.00	
12-Dec-25	B/P to: JGC Sportsturf	-£1,071.20	
12-Dec-25	B/P to: HMRC	-£619.21	
31-Dec-25	Service Charge	-7.35	
29/12/2025	DIRECT DEBIT PAYMENT TO OMNI WASTE MGMT REF RWYY22N, MANDATE NO 0015	-21.60	
24/12/2025	DIRECT DEBIT PAYMENT TO VALDA ENERGY LIMIT REF VALDAENERGY, MANDATE NO 0014	-11.18	
23/12/2025	FASTER PAYMENTS RECEIPT REF.WELHAM JONES RE. POWELL		£220.00
22/12/2025	DIRECT DEBIT PAYMENT TO SSE ENERGY SUPPLY REF 0014194-DD01348627, MANDATE NO 0013	-208.87	
18/12/2025	DIRECT DEBIT PAYMENT TO CASTLE WATER LTD REF 546134, MANDATE NO 0011	-29.49	
17/12/2025	DIRECT DEBIT PAYMENT TO CASTLE WATER LTD REF PR100111564789, MANDATE NO 0016	-48.26	
10/12/2025	DIRECT DEBIT PAYMENT TO OCTOPUS ENERGY REF A- E621DDFB-001, MANDATE NO 0012	-98.21	
01/12/2025	DIRECT DEBIT PAYMENT TO GOCARDLESS REF KENTCABLES-77MEMBH, MANDATE NO 0008	-30.00	
		£11,005.31	£2,876.34

January Payments

Payment No.	Payee	Reason	Net	VAT	Total
1486	MDH Horticultural Services	Open Spaces	£1,628.95	£325.79	£1,954.74
1487	HMRC	Tax & NI	£619.21	£0.00	£619.21
1488	Penny Cole	Salary	£1,414.27	£0.00	£1,414.27
1489	MDH Horticultural Services	Gang mowing	£343.67	£68.73	£412.40
1490	Penny Cole	Expenses	£69.73	£13.94	£83.67
1491	JGC Sportsturf	Cricket Square	£892.67	£178.53	£1,071.20
1492	DRiPS	Annual Subscription	£20.00	£0.00	£20.00
1493	Oliver Hoad	Bench Repair and Christmas tree	£75.00	£0.00	£75.00
1494	Newlands Nursery	Christmas Tree	£158.33	£31.67	£190.00
1495	CJS Plants Ltd	Planters	£208.33	£41.67	£250.00
1496	Sevenoaks District Council	Dog & Waste Bin Emptying Oct - Dec	£724.10	£144.82	£868.92
1497	MDH Horticultural Services	Winter Grass Cutting	£200.00	£40.00	£240.00
					£7,199.41