



# Chevening Parish Council

**Minutes of the Ordinary Meeting of the Parish Council  
held on Monday,  
6<sup>th</sup> October at 7.30pm  
at the Pavilion, Chipstead Recreation Ground, Chevening Road, Chipstead  
TN13 2SA**

**Present:**

Cllr John London (Chairman)  
Cllr John Eastwood (Vice Chairman)  
Cllr Allan de Turberville  
Cllr David Lewis  
Cllr Clare Moses  
Cllr Jane Nielsen  
Cllr Lela Weavers  
Cllr Val Woodruff

**In attendance:**

Mrs Penny Cole	Clerk
Cllr Michelle Algar	SDC
Cllr Sandra Robinson	SDC
Members of the Public	

**136 Election of Chairman of the Council**

Cllr L Weavers PROPOSED that Cllr J London be elected Chairman of the Parish Council for the current year. SECONDED: Cllr J Nielsen and UNANIMOUSLY AGREED. His Acceptance of Office was duly signed.

**137 Election of Vice Chairman of the Council**

Cllr D Lewis PROPOSED that Cllr J Eastwood be elected Vice Chairman of the Parish Council for the current year. SECONDED: Cllr J Nielsen and UNANIMOUSLY AGREED.

**138 Apologies and Absence**

Cllr Williams sent his apologies for the meeting.

**139 Declarations of interest or lobbying**

There were no declarations of interests or lobbying.

**140 Minutes of Previous Meeting**

Subject to the following amendments, the minutes of the meeting held on 1<sup>st</sup> September 2025, previously agreed by email, were formally resolved by the Council and signed by the Chair as a true

record. Under 127(a) to amend “Cllr Nielsen would take photos to be considered at a later meeting” to read “photos to be considered at a later meeting”. Under list of offices and working parties, to add VW to the Pavilion committee, and under Lucy Stanhope Charity Representatives, remove Annie Brook and replace with William Westacott. Alec Elmer to remain.

#### **141 Updates from KCC**

There was no report.

#### **142 Updates from SDC**

Cllr Algar informed the Council that she would be attending the Cleaner and Greener Advisory Committee at SDC the following day and requested that she could be contacted if residents had any thoughts on the size of the bins that are being offered. Cllr Robinson informed the Council that, as a member of the Audit committee, she was part of the working group looking at the Council’s accounts and the risks and opportunities for local Government reorganisation. If anyone had any thoughts on LGR they could email her. She was also a representative on the Sevenoaks District Arts Council who gave out money to various groups in the district. Both Cllr Algar and Robinson, informed the Council that they had gained over 900 signatures for a crossing near Bessels Green and would like the Parish Council’s support to progress this. The Council agreed to support this proposal.

#### **143 Questions from the Public**

A resident informed Councillors that there was a public meeting at the Bullfinch pub on Wednesday, 8<sup>th</sup> October to look at the proposed site behind Chipstead Park for 32 houses. There followed a general discussion on the local plan.

#### **144 Councillor Vacancy**

The clerk updated Councillors on the vacancy following Cllr Williams resignation. Sevenoaks District Council had informed the clerk that there had not been a request for an election for the vacancy by the close of the required time. The Council could now move to advertising for a casual vacancy. The clerk had received two expressions of interest from residents. It was RESOLVED that the clerk send further information to the two residents to explain the co-option process and should advertise the vacancy in the Parish. The Council would consider any applications at the November meeting.

#### **145 Open Spaces**

##### **a) Open Space Inspection**

Some more posts had been knocked down on Bessels Green. It was RESOLVED to ask the contractor to get these repaired. The two bins on the Common had been burnt out recently. It was RESOLVED to contact the police about this and to ask Sevenoaks District Council to remove the bins. It was NOTED that the police had been regularly attending Sailing Club Road. Cllr de Turberville would check the War Memorial before the Remembrance Service. Following a complaint from a resident regarding the fencing between the Chipstead Green and the land rented by the Anglers it was RESOLVED that this be repaired, and the overhanging bushes be cut back.

##### **i) Poplar Trees on Chipstead Green**

Councillors NOTED that works to the poplar trees had been requested to be completed to Sevenoaks District Council.

#### **146 Meeting Date for the Annual Assembly 2026**

It was RESOLVED that the date of the Annual Assembly 2026 would be 27<sup>th</sup> April.

## **148 Burial Ground Rules**

It was RESOVED that no changes to the Rules needed to be made. It was AGREED that Cllr Eastwood and the clerk compare the Council's burial ground fees with other local Councils and present a report at the January meeting.

## **149 Noticeboards**

It was RESOLVED to ask the Handyman to varnish the noticeboards that were in good condition, and the clerk would investigate the costs of replacing the older ones comparable to those in Riverhead and Dunton Green. It was AGREED that Cllr Moses would investigate a potential grant from West Kent Community Trust.

## **150 Correspondence Received and General Issues**

### **i) Local Government Reorganisation**

It was AGREED that the letter drafted by Cllr London be sent to the leader of Sevenoaks District Council with an amendment to add "and minor road repairs" to the paragraph regarding Opportunities.

### **ii) Summer Family Fun Days**

Cllr Lewis had attended the Fun Day on the Rec and noted the good turnout which was up by 85% on the previous year. The report was NOTED.

### **iii) Pavilion on Common**

It was AGREED to undertake the repairs that the Handyman had suggested to make the building secure.

### **iv) Salt Bags**

It was AGREED that the Clerk contact KCC to request them to deliver salt bags to the Pavilion.

### **v) Chevening Enhancement Scheme Roadworks**

Councillors NOTED the email between the clerk for Dunton Green and Cluttons. Councillors commented that so far, no lorries had driven through Chipstead village. It was RESOLVED that the Clerk should email the original planning permission which included the traffic plan. Cllr London asked the clerk to contact Dunton Green Parish Council and request that they report the lorry movements to Sevenoaks District Council planning enforcement. It was further AGREED that this issue should be a standing item on the agenda going forward.

### **vi) Parkland Bunds and Covers Farm**

The Times article was NOTED.

## **151 General Information and proposals for Future Agenda Items**

### **i) Remembrance Service**

It was AGREED that the clerk contact the Baptist Church to agree the running order for the Remembrance Service. It was further AGREED that the Clerk request that the sea scouts provide a leader to call out the names of the fallen and whether they had a bugler available. The clerk would organise a wreath for the Chairman of the Parish Council to lay at the service, and finally to contact the church to request that the church hall be made available in case of inclement weather.

It was AGREED that the SDC Local Plan be put on the November meeting and the clearance of the river Darent. Councillors requested that the clerk contact the company who had agreed to undertake the works to the additional parking bays in Sailing Club Road as no works had yet been undertaken.

## **152 Finance**

Cllr Eastwood presented his half year report to the Council. Income was down this year which may be due to invoices not being sent out. There was a higher cost to the clerk's salary due to the change in personnel and the NI increase which had not been budgeted for. Training costs would also increase but should be within budget. Cllr Eastwood was looking at preparing a budget for 26/27 for the November meeting.

### **i) AGAR Report**

It was NOTED that the audit of the Council's accounts had been concluded and that the Annual Governance and Accountability Return is available for inspection by any local government elector of the area of the Council, a notice of which had been posted on the Council's main noticeboard.

### **ii) Donation**

A request for a donation had been made by Sevenoaks Volunteer Transport Group. A donation of £100 had been given in the past. Cllr London proposed, and all AGREED that a donation of £200 be given this year.

### **iii) Income Received and Cheques Payable**

The clerk informed the Council that she had claimed a payment of £86 to apply for a Waste Exemption Certificate so that MDH could carry on burning all green waste at the burial ground. This had been requested by Sevenoaks District Council. The waste licence included £56 as a one-off set up cost and £30 for the annual licence. It was RESOLVED that the payments for October be approved and the payments and receipts for September be noted.

## **153 Planning Applications**

The following applications were discussed at the meeting:

25/02090/HOUSE, 46 Chevening Road – no objection

25/02522/HOUSE, 62 Westerham Road – no objection.

An application had come in on the day of the meeting for 5 houses at land north of 111 Chevening Road. It was AGREED that Cllrs Nielsen and Woodruff undertake a site visit and email their opinion to all Councillors.

The applications granted or refused were reviewed. It was AGREED that Councillors be notified in future of works to trees applications in the Parish.

The meeting closed at 21.07