

**MINUTES OF THE CHIDDINGSTONE PARISH COUNCIL MEETING HELD ON  
MONDAY 16<sup>TH</sup> JUNE 2025 AT 7.30PM IN CHIDDINGSTONE VILLAGE HALL**

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**Present:** Cllr J. Roper (Chairman), Cllr P. Harris, Cllr T. Nunn, Cllr M. Quirk, Cllr C. Shamwana, Cllr P. Vicary and Cllr H. Williams  
**Apologies:** Cllr P. Myers, Cllr K. Outlaw and District Cllr M. Silander  
**In attendance:** Mrs L. Kleinschmidt (Clerk) and District Cllr R. Streatfeild. County Cllr R. Mayall and 1 member of the public attended the meeting for the Open Session only.

**Open Session**

**Report by County Cllr Mayall**

Cllr Roper welcomed County Cllr Mayall to the meeting and to his new role as KCC member for Sevenoaks Rural South. County Cllr Mayall said that the new committees have been set up and he is standing on 6 or 7 committees, he has been to induction meetings at KCC and undertook to update the Parish Council in due course.

**Report by District Cllr Richard Streatfeild**

District Cllr Streatfeild reported as follows: the advisory committees at SDC, all bar one, are chaired by Conservative members and a West Kent Independent member is chairing the Finance Committee. Key decisions need to be made on important issues such as the Local Plan and waste management. Waste collections will change from April 2026 with refuse and food waste being collected every other week and possibly recycling collections on alternate weeks. Regarding Gatwick Airport, the government gave approval in principle but it is proving hard in practise, as the required noise limits are not financially viable. The labour government have said that the third runway at Heathrow Airport is their priority.

**Report by District Cllr Silander**

In the absence of District Cllr Silander, the Clerk read his report: there is currently an unfavourable variance on the budget of £103,000. SDC voted against recommending to Cabinet that 11 sites are disposed of, this was mainly due to the short timescale, a statutory 2 weeks, because this was not enough time for Town and Parish Councils to consult and reply. On SDC's waste management strategy, services will start from spring next year and will cost £9m, but hopefully SDC will receive £9m in funding and there will be future cost savings. Chiddingstone Girls Football Club held their annual club day on Sunday and 36 girls played, and there was a barbeque for 100 people on the Chiddingstone sports field.

**Questions from members of the public**

The landlord from the Castle Inn attended the meeting and wished to thank the Parish Council for all the invaluable support members have shown to help the inn reopen. The Castle is now partially open which is really good news. She thanked the Parish Council for engaging with Tom Tugendhat, who spoke to the National Trust and this made a difference. There is ongoing monitoring of subsidence and drainage but luckily the inn did not flood in recent heavy rain. There will be a toast to the re-opening of the inn on the 4<sup>th</sup> July and everyone is welcome. Members were delighted with the news that the inn has reopened and wished the landlord every success.

C.Cllr Mayall and the member of the public left the meeting at 8.55pm.

**Closed Session**

- 20. Apologies for absence** were received from Cllr Myers and Cllr Outlaw, and members accepted their reasons for absence. Apologies for absence were also received from District Cllr Silander.
- 21. Declaration of Disclosable Pecuniary Interest / Non-Pecuniary Interest on matters to be discussed**  
Cllr Quirk declared an NPI in item 24(i)(ii) as she is a neighbour to the applicant.
- 22. The minutes of the Chiddingstone Annual Parish Council Meeting held on 19<sup>th</sup> May 2025** were approved and duly signed. Proposed by Cllr Shamwana, seconded by Cllr Harris, and all were in favour.

**23. To review the following policies and procedures:**

- i. Code of Conduct
- ii. Social Media Policy
- iii. Complaints Procedure
- iv. Mourning Protocol
- v. GDPR:
  - i. Information & Data Protection Policy
  - ii. Document Retention & Disposal Policy
  - iii. The Management of Transferable Data Policy
  - iv. Members & Employee Privacy & Bring Your Own Device Acceptable Policy
  - v. Email Contact Privacy Notice
  - vi. List of Documents for Retention or Disposal
  - vii. Inventory of Personal Data Captured, Stored and Processed

The draft policies had been circulated to members. The policies were discussed and approved with no changes. Proposed by Cllr Vicary, seconded by Cllr Nunn, and all were in favour.

**24. Planning:**

i. To consider planning applications received

- i. SE/25/01005/HYB: Land South of Bassetts, Tonbridge Road, Chiddingstone Causeway - hybrid application comprising: In full: erection of 11 dwellings with patios and solar panels. Bike and bin stores. Creation of new access and parking with ev chargers. Fencing and gate. Associated landscaping and the creation of pond. In outline: erection of 4 dwellings with associated parking with access matters reserved. Members strongly supported this application.
- ii. SE/25/00994/FUL: Watstock Farm, Wellers Town Road, Chiddingstone Hoath TN8 7BH - conversion of agricultural barn to a new detached dwelling. Members had no objection to this application.
- iii. SE/25/01337/HOUSE: Keepers Cottage, Somerden Green, Chiddingstone TN8 7AL - erection of open fronted garage. EV Charger. Soft landscaping. Cllr Nunn undertook to look at this application in more detail and suggest a recommended response to the Planning Committee.
- iv. SE/25/01614/WTCA: The Old Rectory, The Village, Chiddingstone TN8 7AH - various works to trees. Cllr Nunn undertook to look at this application in more detail and suggest a recommended response to the Planning Committee.
- v. SE/25/01629/WTCA: Chiddingstone Castle, Chiddingstone TN8 7AD - various works to trees. Cllr Nunn undertook to look at this application in more detail and suggest a recommended response to the Planning Committee.

The Clerk reported that the Planning Committee has considered the following applications since the last meeting.

- vi. SE/25/00922/HOUSE: Triangle Oast, Hampkins Hill Road, Chiddingstone TN8 7BB - installation of 2no. 12KW air source heat pumps, replacement roof insulation, installation of an EV charge point, repointing with lime mortar and replacement of existing timber raised terrace. New oak access ladder. Members had no objection to this application.
- vii. SE/24/02699/FUL: Annexe to The Bungalow, Hoath House, Chiddingstone Hoath TN8 7DB - change of use from ancillary annexe to a separate dwelling. Members supported this application.

ii. To report SDC notifications of planning decisions

- SE/24/03443/HOUSE: Pilbeams, Bradley Road, Blackham - demolish and replace garage and adjoining pool building, ancillary garden landscaping works. Application approved.
- SE/25/01305/AGRNOT: Newtyehurst Farm, Cowden Pound Road to Truggers Lane, Markbeece - proposed demolition of existing forestry building and erection of replacement forestry building with maintenance bay and welfare facilities and wood chip boiler with wood chip storage. Application refused. Reason: The need for a further boiler expansion has not been adequately justified in this instance and the proposed larger building is not considered reasonably necessary for the purposes of forestry. As such, the proposal does not comply with Schedule 2, Part 6, Class E of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended). A full planning application will need to be submitted.

- SE/25/00820/HOUSE: Chiddinghurst, Winkhurst Green Road, Bough Beech - proposed single storey rear extension with rooflight, replacement porch, infill at first floor, alterations to fenestration and roof lights to rear elevation, new vehicular access, landscaping with permeable gravel driveway. Application approved.
  - SE/25/00921/HOUSE: Prinkham Barn, Moat Lane, Chiddingstone Hoath - erection of garage/outbuilding. Application approved.
  - SE/25/00923/LBCALT: Triangle Oast, Hampkins Hill Road, Chiddingstone - installation of one 12KW air source heat pump, replacement roof insulation, installation of an EV charge point, repointing with lime mortar and replacement of existing timber raised terrace. New oak access ladder. Application approved.
  - SE/25/00580/CONVAR: Coles Farm, Bore Place Road, Chiddingstone - Amendment to SE/23/03068/FUL to change position and size of stables building, with associated changes to landscaping. Variation of conditions 4 (ecological design and management strategy), 5 (arboricultural method statement and tree protection plan), 6 (lighting details), 10 (construction ecological management plan), 12 (drainage scheme to intercept and treat waste), and 16 (SSSI mitigation measures) to amend wording. Application approved.
- iii. To hear update on potential breaches of planning policy  
The Clerk updated members regarding potential breaches of planning policy in the parish.
- iv. To hear report of meeting with the planning policy officer at Sevenoaks District Council  
Cllr Nunn reported that he, Cllr Roper and the Clerk attended a meeting with planning policy officers at SDC last week. It was a very useful and informative meeting. Leigh Parish Council attended the meeting too. As the Parish Council is aware, the swathe outside the protected National Landscape area is vulnerable to development. The weightings of the various designations such as Green Belt and National Landscape was discussed. Cllr Roper reported that SDC is currently assessing sites put forward under their Call for Sites and the Draft Local Plan will be available in the autumn for consultation. SDC is also assessing grey belt criteria.
- v. To discuss proposed commencement of a Chiddingstone Area Character Assessment & Neighbourhood Plan  
Cllr Nunn reported that the creation of a Chiddingstone Area Character Assessment and a Chiddingstone Neighbourhood Plan was discussed at the meeting with SDC. There are templates available online and other parishes in the district have prepared a neighbourhood plan which is helpful. The rural nature and land use in the parish is important, as is a biodiversity, local employment, schools etc. The timescale is thought to be between 3-5 years for completion of a Neighbourhood Plan but it can be done in 2 years depending on the complexity. The creation of these two documents can be done in parallel. It was agreed that the Clerk should contact Locality for advice.

## 25. To discuss the process for applying for an extension to the National Landscape (AONB) area

Cllr Nunn reported that members of the High Weald National Landscape came to visit the SSSI last week and gave some good advice on the Parish Council's proposal to extend the boundary. There are some important designations within the parish, but outside the National Landscape, such as an SSSI, a local wildlife site and ancient woodland. He has contacted CPRE to see if they can offer some advice.

## 26. Finance

- i. To sign quarterly bank reconciliation  
Cllr Roper signed the bank reconciliation and corresponding bank statements as a correct record.
- ii. To consider application for grant by Stonewall Park Cricket Club  
The Clerk reported that further details have not been received.
- iii. To hear update on the domain name for Chiddingstone Parish Council  
The Clerk reported that the domain name is [www.chiddingstoneparish.gov.uk](http://www.chiddingstoneparish.gov.uk). A date for transition is awaited.
- iv. To discuss consultation on a new funding pool for the Local Government Pension Scheme  
Members briefly discussed this consultation and agreed to take advice on this matter.
- v. To discuss and approve Earmarked Reserves

Earmarked Reserves were discussed and it was agreed to remove ER 1 and 2, see below:

| <u>Project</u>            | <u>Earmarked Reserve at 1 Apr 25</u> |        |
|---------------------------|--------------------------------------|--------|
| 1 PWLB Repayments         | 0.00                                 | Remove |
| 2 Election costs          | 0.00                                 | Remove |
| 3 Grants & Other Projects | £8,973.00                            |        |
| 4 Infrastructure Projects | £17,615.27                           |        |

|                          |                   |
|--------------------------|-------------------|
| 5 Planning & Legal Fees  | £5,000.00         |
| 6 Chiddingstone Car Park | £3,000.00         |
| TOTAL Earmarked Reserves | <u>£34,588.27</u> |

vi. To discuss Community Infrastructure Levy (CIL) payments and projects

The Clerk reported that CIL expenditure of £6,217.02 needs to be spent by 12.10.25. Members agreed to give this consideration.

vii. To approve list of payments

Cllr Vicary proposed that the list of payments be approved. This was seconded by Cllr Nunn and all were in favour. Cllr Roper and Cllr Outlaw to authorise the payments online.

## 27. Affordable Housing provision in the parish

i. To hear update regarding the Chiddingstone Affordable Housing schemes

The Clerk reported that English Rural Housing Association has provided the following update:

- i. Chequers (Millbrook) site in Bough Beech: “We have not yet agreed to the 4-week notice period as there is one pre-occupancy condition related to drainage outstanding. We are working with Arazu to provide the required information. The properties are due to be snagged internally next week. External works are progressing well with patios, parking and gardens including fencing almost completed. Work on the estate footpaths and road are also nearing completion. Arazu have commissioned the sewage treatment plant, but it is not yet live due to an issue with the outfall pipe off site which is being resolved. Once we are at the 4-week notice period we will be able to confirm the date for practical completion. In the week prior to handover, we arrange a viewing session for the new tenants which also gives us the opportunity to explain how the heating system works, photovoltaic panels, sewage treatment plant work etc. I would also be extending an invitation to members of the Parish Council to view the scheme.”

The Clerk reported that the allocations for the units have been approved apart from one which is still outstanding. Of those approved, 4 units are allocated to people with a strong local connection to Chiddingstone, 2 are allocated to people from the Leigh parish but close to the parish boundary and 1 is allocated to a person from the Sundridge with Ide Hill parish. Members were very pleased that the scheme has been successful for local people.

- ii. Bassetts site in Chiddingstone Causeway: “The planning application has now been validated with a determination date of 26<sup>th</sup> August 2025. We are liaising with Sevenoaks District Council to progress the Section 106 agreement to ensure that the affordable rent and shared ownership properties will remain affordable in perpetuity. We will continue to work with our architects and engineers to resolve any subsequent issues which may arise.”

ii. To discuss measures to mitigate flooding in Redleaf Close

The Clerk reported that West Kent Housing Association is waiting for approval from landowner to the proposal.

## 28. Highways and Rights of Way

i. To hear update regarding applications for speed reduction measures in Bough Beech and on Camp Hill

No update. Clerk to chase again.

ii. To discuss Chiddingstone Castle’s proposal to implement car parking charges in its carpark

The Clerk reported that Chiddingstone Castle has signed a contract for two years with Smart Parking. The charge will be £3 per day, with the first 45 minutes of each parking session free. People can top up for £1 for an additional hour if needed on the app. There will be a £60 fine for people who do not pay or who park for longer than their free or paid for session. The charges will be applicable 24 hrs a day, 7 days a week. The carpark will be closed for private events such as weddings, there could be 20 dates a year. There is currently a capacity for 80 cars. Regular parkers such as school or nursery staff can give their registration numbers and will be exempt. Cllr Roper said that on one level this solves the village car park issue. The castle said that there are normally only 20 cars in the car park each day, it is possible that the car park could be extended but this needs to be discussed with the Trustees. Another meeting is being arranged with the Chief Executive of the castle to explore this proposal in more detail.

## 29. Aviation

- i. The Clerk reported that she submitted the following response on behalf of the Parish Council to the Secretary of State for Transport on the additional comments submitted by Gatwick Airport on their northern runway proposal: “Chiddingstone Parish Council strongly objects to the proposed expansion at Gatwick Airport. The impact of the increased number of flights across our rural community would be immense and the lives of our residents would be ruined, tranquillity lost, and people's health both physical and mental affected. Should the Government approve the expansion plans, then Chiddingstone Parish Council would like to see more controls in place, such as strict controls on the environmental impact, noise levels and carbon limits.
  1. Noise: Chiddingstone Parish Council supports the Examining Authority's noise insulation proposals but, in our view, these proposals do not cover enough properties further out from the airport, those properties which are still badly impacted by noise. There must be a ban on all night flight arrivals and departures from Gatwick, as has been mandated for Heathrow, and noise limits should be mandatory all year round, and not just in the peak summer period.
  2. Surface Transport: Chiddingstone Parish Council supports the Examining Authority's request for a stronger version of Regulation 20. We support the view that there is a need for greater committed investment by Gatwick in public transport and not just road widening.
  3. Need: Gatwick Airport has not provided further evidence of need and future business travel which was highlighted by the Examining Authority. If there is no need for this expansion, then it should not be approved.
  4. Climate Change: this proposed expansion of Gatwick Airport will lead to one of the largest net negative impacts on the climate and there are no proposals for climate change mitigation. This in itself should be a cause for refusal of the proposal.”
- ii. AEF Newsletter:
  - “1: Airport expansion: AEF has been highlighting the obvious policy conflicts caused by recent Government statements around the expansion plans of London airports. The Government is also proposing potentially significant changes to the planning framework around airports. It is expected that the Government will review the Airports National Policy Statement (ANPS) in the summer, after Heathrow outlines its plans to expand. This document does not specifically endorse expansion at any London airport other than Heathrow.
  - 2: GALBA bringing the Government to court over the ‘Jet Zero Strategy’: The Jet Zero Strategy is the overarching framework responsible for the delivery of decarbonising aviation in the UK. However, this strategy allows for airports to expand.
  3. Polluter pays: We think the polluter pays principle should extend to aviation emissions carbon pricing, and have advised the government in our consultation responses that not only should the UK Emissions Trading System should be extended beyond 2030 but that any revenue garnered from this carbon pricing should not be used to compensate airlines.
  - 4 Airspace modernisation: The Airspace Modernisation programme is going to impact many people in terms of noise and air pollution. It is therefore AEF’s view that community voices should be at the centre of any consultation process.
  - 5 Tax reform: AEF has encouraged the UK Treasury to reform tax rates for private jets. Currently, the higher rate of APD only applies to jets of 20 tonnes or more that are equipped to seat fewer than 19 passengers. With the UK having an exceptionally large, booming private jet market, AEF argues that this luxury form of travel should receive the highest tax burden to reflect the UK’s climate objectives.”
- iii. Email from the DfT and CAA: Go-ahead for the UK Airspace Design Service: “The Department for Transport (DfT) and the UK Civil Aviation Authority (CAA) have today announced the outcome of their joint consultation on a new UK Airspace Design Service (UKADS). The UKADS will be a single guiding mind to coordinate and sponsor future airspace changes to deliver the holistic, modernised design for UK airspace envisaged by the Airspace Modernisation Strategy. The UKADS will initially focus on modernising the complex airspace around London, including airspace change required for any Heathrow third runway.”

By September 2025, the DfT and CAA will consult on a package of regulatory changes to make the process for airspace design decisions more proportionate, while retaining a transparent, evidence-based process that involves impacted stakeholders.”
- iv. Invitation the GACC the Annual General Meeting on 26<sup>th</sup> June 2025 at 7:30pm at Capel Parish Hall.
- v. GACC Newsletter: “9<sup>th</sup> June was the closing date for final submissions to the Secretary of State for Transport in the current challenge to Gatwick's unsustainable expansion plans.

“GACC, working with their expert team and legal advisors, has submitted a robust statement in response to Gatwick's latest proposals as published in April. Stewart Wingate who has been CEO for the past 15 years is moving on to become the Managing Director of a new VINCI/GIP group company – Airports UK. This will group all three airports in their ownership in the UK (Edinburgh, Belfast and Gatwick) under one umbrella. Meanwhile Pierre-Hugues Schmit, currently Chief Commercial and Operational Officer at VINCI Airports and a non-executive director on the London Gatwick Board, will succeed Stewart as Chief Executive of London Gatwick. The Noise Contours for 2024 have now been published and the evidence is that noise has again gone up. The Future Airspace Strategy Implementation - South (FASI - South) programme has effectively been on hold pending the formation of UK Airspace Design Service (UKADS). At Gatwick there are two significant programmes outside this programme. Firstly Route 4 which has also been subject of discussion (including a judicial review) since 2015. Route 4 plans and consultation are rumoured to be ready for publication late summer this year. Next, London Airspace South which is concerned with the airspace south of and surrounding Gatwick This is being dealt with by Gatwick for routes up to 7000ft and by National Air Traffic Services (NATS) for routes above this. Again this programme has been underway for some years and consultations to date have not been satisfactory. At present the advice on progress states there will be a further consultation in due course. At the most recent GATCOM meeting Gatwick stated this is likely not to be until later into 2026. All of these programmes are years behind schedule and demonstrate how insincere all governments are in addressing impacts on community. We've also recently submitted a statement to the Parliamentary Environmental Audit Committee inquiry on airport expansion and climate and nature targets.”

### **30. To discuss correspondence received**

The Clerk reported that lists of correspondence received have been circulated and drew members' attention to the following:

- i. Item 3: Email from PC John Donegan to say that he would like to meet a representative of the Parish Council to talk about any concerns, worries or thoughts we may have. This is now arranged for Friday 27<sup>th</sup> June.
- ii. Item 4: SDC News Releases:
  - (i) SDC is considering the introduction of alternate weekly waste and weekly food waste collections from 1<sup>st</sup> April 2026. This would improve recycling rates and enable kerbside glass collections. Alternate weekly collections would also free up resources for more recycling options. The Council is considering providing residents with free wheelie bins for their waste and recycling from summer 2026. New glass recycling collections could begin at the same time.
  - (ii) SDC is considering leasing a former landfill site in Sevenoaks to a solar farm company to help generate clean electricity for South East Water. The company approached the Council to lease the site off Otford Road which was previously a KCC landfill site. Because of its previous use, the site is not suitable for housing and most agricultural activities. The company is proposing to build a discrete and modestly sized solar farm on the site comprising mainly Council land and possibly some additional land if a lease can be agreed with a different landowner. The proposal to lease the site will be considered by the SDC's Finance and Investment Advisory Committee on 10<sup>th</sup> June then Cabinet on 15<sup>th</sup> July 2025.
- iii. Item 6: Kent Police: May report.
- iv. Item 12: CPRE 2024 Report and list of their involvement in local issues.

### **31. To hear report and discuss Parish Projects, including approval of costs:**

- i. Rural Swathe cutting contract  
The Clerk reported that the invoice for the first cut has been received £3,600 + VAT. The second cut should be in September and October. The devolved funding from KCC this year will be £5,418. The funeral for Philip Broad will be on Thursday 19<sup>th</sup> June at 12:30pm at Plaxtol Church.
- ii. SpeedWatch  
The Clerk reported that the group has been out on 10<sup>th</sup> June at St. Luke's Church, capturing vehicles heading towards Chiddingstone Causeway. 22 vehicles were seen to be speeding, one at 56mph. Two police officers from Kent Police, SpeedWatch team, were in attendance, and the driver was apprehended and spoken to. The Clerk said that she has been approached by a new volunteer. Clerk to contact KCC Highways and request a new speed indication device in Chiddingstone Causeway.

- iii. Summer Family Fun Play event  
The Clerk reported that this is arranged for Friday 1<sup>st</sup> August in the Chiddingstone Causeway Sports Field.
- iv. Litter Pick, Bulk Refuse Freighter and Flytipping
  - i. Parish litter pick: next date: November.
  - ii. Bulk Refuse Freighter visits  
The freighter visited the parish on Saturday 14<sup>th</sup> June. The next dates are:  

|          |                             |
|----------|-----------------------------|
| 13.09.25 | 10.00-10.30: The Rock Inn   |
|          | 10.45-11.15: The Wheatsheaf |
|          | 11.30-12.00: Richards Close |
| 08.11.25 | 10.45-11.15: The Rock Inn   |
|          | 11.30-12.00: The Wheatsheaf |
|          | 12.15-12.45: Richards Close |
  - iii. Flytipping  
None.
- v. Emergency Plan  
The Clerk reported that the next meeting will be on Thursday 26<sup>th</sup> June..

### 32. Items for reporting or inclusion in future agenda

- i. CIL expenditure to be discussed at the July Parish Council meeting.
- ii. Cllr Harris reported that projects costing £130,000 are necessary at the church and there will be a fundraising campaign underway soon.
- iii. Cllr Vicary asked that the hedge opposite the school is kept well cut back.

The next Parish Council Meeting will be held on Monday 21<sup>st</sup> July 2025 at 7.30pm in Chiddingstone Village Hall

The meeting closed at 9.25pm.

### Chiddingstone Parish Council – 16<sup>th</sup> June 2025

List of Payments since last meeting (figures inclusive of VAT)

| Payment<br>Number | Date     | Payee  | Amount<br>inc. VAT      | VAT                   |
|-------------------|----------|--|-------------------------|-----------------------|
| 729               | 16.06.25 | Clerk - salary   | £1,363.63               |                       |
| 730               | 16.06.25 | HMRC – PAYE  | £308.59                 |                       |
| 731 SO            | 16.06.25 | Kent County Council – pension contribution             | £549.66                 |                       |
| 732               | 16.06.25 | Clerk – mileage and reimbursement costs                | £89.10                  |                       |
| 733               | 16.06.25 | Hever Landscapes Ltd – closed churchyard & areas       | £201.60                 | £33.60                |
| 734               | 16.06.25 | P.P. Broad Agricultural Contractors – rural swathe cut | £4,320.00               | £720.00               |
| 735               | 16.06.25 | Penny Harris – reimbursement for purchase of plants    | £10.80                  |                       |
|                   |          |  | <b><u>£6,843.38</u></b> | <b><u>£753.60</u></b> |

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