

ANNUAL MEETING MINUTES

The Annual Meeting of Hever Parish Council was held in Four Elms Village Hall on Tuesday 6th May 2025 and commenced at 7.00 pm. The planning meeting followed at 8.40 pm.

Present: Councillor Angela Haydon (AH) Chair, Councillor Hilary Jones (HJ), Councillor Joanna Wade (JW), Councillor Duncan Leslie (DL), Councillor Nick Roberts (NR), Councillor Mark Thomas (MT), Councillor Nick Pepper (NP), and Councillor Phil Lindsay (PL)

Also Present: Rachael Turner, Clerk & RFO, and 10 members of the public (MOP) (3 arrived at the start of the meeting and a further 7 MOPs arrived later at agenda point 12).

Absent: Councillor Stephen Lark and Councillor Rick Brookes-Smith

- 1)
 - a) Election of Chair. Cllr Haydon was elected as Chair. Acceptance of Office form duly signed.
 - b) Election of Vice-Chair. Cllr Lark, although unable to attend the meeting, was elected as Vice-Chair .
- 2) Apologies for absence received and approved from Cllr Lark.
- 3) Public Forum.
MOP present said they were concerned about ongoing unauthorised development at Hever Stud/ Land West of. The Chair confirmed this was on the agenda and would be discussed later in the meeting. No other issues were raised.
- 4)
 - a) Appointment of Finance and Employment (FEC) Committee: Cllrs Haydon, Lark and Wade were appointed to the FEC.
 - b) Appointment of Planning Committee: Cllrs Roberts (Chair), Brookes-Smith, Leslie, Thomas, Jones, Haydon and Pepper were appointed to the Planning Committee.
- 5) No declarations of interests were received.
- 6) Minutes of the meeting held on the 4th March 2025 were approved and duly signed.
- 7) Planning: the Planning Meeting took place after the meeting.
- 8) Finance
 - a) The Annual Governance and Accountability Return (AGAR)
Annual Governance statement (Section 1). Approved by resolution.
 - b) Accounting statements (Section 2), (Accounts and

Audit Regulations 2015) and findings on the review were considered by the members meeting as a whole.

- c) The Accounting statements and Annual Internal Audit Report was approved. The statements were signed and dated by the Chair.
- d) Payments made were ratified and approved.
- e) Noted that VAT reclaim of £2,637.78 has been made and received for 24-25.
- f) Approved the continued use of internet banking including payment by transfer, BACS and CHAPS and the annual payments list.

9) HPC Annual Policies were reviewed and adopted:

Asset Register	Planning Committee Terms of Reference
Code of Conduct	Standing Orders

Note the Financial Regulations and Risk Management Policy will be reviewed by the end of the year.

10) Grant Applications – None received for consideration.

11) Gatwick – Funding request from CAGNE towards costs for legal team and experts fighting the second runway at Gatwick airport was approved. £2000 donation (under s137 LGA 1972) was proposed and approved.

Further Gatwick consultation has been opened until 9th June 25. Clerk to publicise to the community to encourage responses and submit a response from HPC opposing the changes.

12) An update was received from the Clerk on the following:.

- a) Insurance policy is due for renewal. On a fixed term agreement still with Zurich. Cost of policy this year is £827.07, which is slightly less than previous year. Duly approved.
- b) Family Fun Day booked for Monday 18th August, Four Elms Field. Clerk to arrange some refreshments.
- c) SDC Settlement Hierarchy Audit – the list was circulated and changes noted.

13) Items for information only and correspondence

- a) Bulk Refuse Freighter – Saturday 19th July
- b) Following the KCC elections, the Kent County Councillor is now Robert Mayall of Reform UK.

14) Roads

- a) Highways Team Update – a meeting was recently held with KCC Highways representative and the HPC Highways Team. The overview was:
 - i. Markbeece – KCC will install pedestrian warning signs to help improve safety.
 - ii. Bough Beech Road – the rumble strips are becoming loose and resulting in increase of noise. Highways have confirmed these may be removed when resurfacing takes place. Timescales tbc.
 - iii. Four Elms crossroads is on the radar from a safety perspective and will continue to be looked into to improve safety by KCC

- iv. Clerk will update the HIP to bring other issues up the list so they can now be reviewed by KCC.

- 15) Footpaths update
 - a) Hever Station footpath. Station manager has also reported it and requested improvements to the surface.
 - b) Chippens Bank – work was scheduled but has not yet been carried out. Clerk to chase up as the path is reported to be very slippery and muddy.
- 16) Parish Assembly – 20th May. Speakers invited including; Tom Tugendhat, Police, West Kent Mediation, Edenbridge Voluntary Transport Service, Fraud Prevention Team. Posters are up and community has been informed of the event. Clerk to arrange refreshments and invite the new Kent County Councillor Mayall.
- 17) Land West of Hever Road/ Hever Stud – Planning breaches

4 gateways have been installed in How Green Lane were raised with SDC. Response from SDC Enforcement is that SDC are not pursuing as this is classed as permitted development as the access is not onto an A, B or C classified road. Clerk to query why this is and why How Green Lane is not classified.

Clerk to contact CPRE for advice on reporting destruction of hedgerows during nesting season.

The Appeal for Land West of Hever Road/ Hever Stud is to be held at SDC Argyle Road offices on 28th May. It is an informal meeting. Members of the public present voiced they are keen to attend and have been advised they need to register to do this. Clerk to circulate details to interested parties.
- 18) Items for noting or inclusion on future agenda at the discretion of the Chairman included; Hever Field update, environment, pond

Meeting closed 8.40 pm

Date of next meeting – Parish Assembly Tuesday 20th May 2025 in Hever Village Hall – 7.00 pm.

Hever Parish Council Meeting – Tuesday 1st July in Four Elms Village Hall - Planning Meeting at 7.00 pm and full Council at 7.30 pm.

Meeting dates/times can be subject to change, please always check Hever.org website for next meeting date/Agenda.

HEVER PARISH COUNCIL PLANNING COMMITTEE

6th May 2025, Four Elms Village Hall

Present: Councillor Angela Haydon (AH) Chair, Councillor Hilary Jones (HJ), Councillor Joanna Wade (JW), Councillor Duncan Leslie (DL), Councillor Nick Roberts (NR), Councillor Mark Thomas (MT), Councillor Nick Pepper (NP), and Councillor Phil Lindsay (PL)

Also Present: Rachael Turner, Clerk & RFO, and 10 members of the public (MOP)

The Planning Meeting commenced at 8.40 pm. There was only one application to discuss which had only just come in and did not appear contentious.

SDC Ref.	Address	Summary of application
25/01240/HOUSE	Bellmans Green Barn Prettymans Lane Edenbridge Kent TN8 6LU	First floor and roof extension to include juliet balcony and alterations to fenestration. New solar array to the southwest facing roof, relocation of rooflight and widening of ground floor door.

Appeals:

Land West of Hever Road/Hever Stud

An update on this was given during the full council meeting.

Decisions received from SDC since last meeting:

Ref	Address	Details of application
22/01896/FUL & 24/03289/MMA Decision: Granted	Wilderness Farm Wilderness Lane Hever Edenbridge Kent TN8 7LP	Demolition of existing timber barn and erection of a 3-bedroom dwelling with associated parking and landscaping
25/00440/LDCEX Decision: Refused	Soul Fit Block G Hever Hotel Hever Road Hever Kent	Ancillary timber structured buildings for use as part of the health and fitness centre.
25/00553/HOUSE Decision: Granted	Kenlume Uckfield Lane Hever Kent TN8 7LR	Replacement side extension, loft conversion and associated internal alterations, air source heat pump.
24/01938/LDCEX Decision: Refused	Land West Of Hever Road Hever Kent	Demolition of existing Building for Residential Use and relocation of similar construction building in better location for same residential use.

Meeting closed 8.45 pm