

Minutes

Draft Minutes of the Hever Parish Council Meeting that was held in **Hever Village Hall on Tuesday 4th November 2025 which** commenced at **7.30 pm. The Planning Meeting commenced at 7.00 pm**

Present: Councillor Angela Haydon (AH) Chair, Councillor Hilary Jones (HJ), Councillor Nick Roberts (NR), Councillor Mark Thomas (MT), Councillor Nick Pepper (NP), Councillor Phil Lindsay (PL), Councillor Stephen Lark (SL)

Also Present: Rachael Turner, Clerk & RFO and District Councillor Barnett. No Members of Public attended.

Absent: Councillor Joanna Wade (JW), Councillor Rick Brookes-Smith (RBS) Councillor Duncan Leslie (DL)

- 1) Apologies were received and absence approved for Councillor Joanna Wade, Councillor Rick Brookes-Smith and Councillor Duncan Leslie. Apologies also received from County Councillor Mayall.
- 2) Public Forum. Nothing raised as no MOP's present.
- 3) No declarations of interest received.
- 4) To hear report from County Councillor Mayall –
 - a) How Green Lane – new entrances that appeared. KCC Highways are looking into whether the Lane has been adopted by KCC. This is a legal question so may take time to get an answer.
 - b) Member's Grant. Around £6000 is available for distribution to good community causes in the division. This can include parent teacher associations for local schools. Members to consider if there is something needed for the parish which would be a benefit for the community.
 - c) There have been headlines in the news lately following the leaking of a video of a private Reform Group meeting to a newspaper. It was suggested by some that because the Council Leader, Linden Kimkaren had raised her voice and used a swear word, this was a resigning issue which was not the case. It appeared to be a conspiracy amongst a very small number of Reform rebels to undermine her leadership. They been expelled from the Reform Party. Linden retains the full confidence of the rest of the Reform group.

- 5) To hear report from District Councillor Barnett. Reported West Kent Independents put forward a vote of no confidence in the SDC Leader in October. Cllr Barnett has a meeting with KCC Leader Linden Kimkaren to talk about funding for a bus route from Cowden to Edenbridge. If this were to happen maybe a route through Hever Parish could be considered too.

With regards to the Local Plan, he had been made aware the owners of a site listed in the plan for development in Four Elms were not in fact aware their property was in the plan. It was not appropriate for SDC to include someone's land in the plan without their permission.

Cllr Barnett reported there had been resignations from Cowden Councillors and he had now been Co-opted as Councillor for Cowden Parish Council.

There had been a break in of a van at the Queens Arms. An issue had also been raised of speculative offers of tarmacking. The Henry Hever had been faced with this and unfortunately they did a poor job in the pub car park and then demanded payment.

Raising awareness of this and rural crime with Matthew Scott, Police and Crime Commissioner.

Cllr Lindsay raised the issue of fly tipping. Lydens Lane is often a victim of this with 3-4 incidents in recent months in the same gateway, right in front of camera signs! Cllr Lindsay asked how effective the mobile cameras were. Cllr Barnett confirmed there had been high level prosecutions of fly tippers, although these were not in the parish. Cllr Lindsay commented there was still rubbish in the ditch at the junction of Lydens and Newhouse Farm Lane. Cllr Barnett will look into this and will raise it with Trevor Kennett and asked if he could be informed of any further incidents of fly tipping.

- 6) Minutes of the Hever Parish Council Meeting held on the 11th September 2025 were duly approved and signed.

- 7) *Planning: Please see Planning Meeting Minutes

- 8) Finance

- a) Bank reconciliation prepared by the RFO, was approved by all and signed by Cllr Lark.
- b) Approved expenditure, including ratification of items made between meetings.
- c) Noted proposed 26-27 Budget and FEC Meeting minutes from October 25. Noted the forecast end of year for 25-26 looked to be on target, save for any unplanned expenditure. This should result in a carry over of around 25k for contingency, which is a reasonable amount. Assuming an estimated 3% increase in inflation for costs, an increase of 1k to the Precept request to bring it to 54k is proposed.

Budget and Precept request will be added to the January Agenda for consideration and approval.

- d) Noted receipt of £26,500 from SDC as the second and final instalment of Precept for 25-26.

- e) Received draft updated Financial Regulations. Clerk explained an update was required to ensure continued robust procedures and processes were in place. Clerk has based these on the NALC model so ensures compliance with current best practice and the required standards. Any comments to the Clerk ahead of the January meeting.
- f) Received draft updated Risk Management Matrix. Any comments to the Clerk ahead of the January meeting.

Both the updated Financial Regulations and Risk Management Matrix will be added to the January Agenda for adoption.

9) Four Elms Pond update

Last piece of fencing damaged in accident still awaiting to be replaced. Signage now to be updated. Clerk to deal with both. Comments seem to have quietened down. Positive feedback from parish residents that the pond environment is much improved now.

Cllr Roberts has spoken to the owner of the garage who has kindly given permission for the Christmas tree to be put up there. Clerk to speak to Willerbys.

The owner of the garage has been requested to tidy the site and make it secure by SDC.

- 10) Gatwick update. The request from CAGNE for support and further funding was considered. GACC are also submitting a request for Judicial Review (JR). It was noted that HPC made a donation of 2k earlier this year to CAGNE which came from the s137 budget and there are limited funds available. It was agreed to await the outcome of the JR requests and to consider funding requests at that time.
- 11) To consider request for a memorial for the late Richard Bennett. It was felt that as a Parish Council it wasn't appropriate to single out one member of the community to provide a memorial for.
- 12) Grant Applications – None received in time for meeting. Two have been received for consideration at the January meeting.
- 13) Local Plan Update – Consultation is now open. A collective HPC response will be formulated. In addition to the links previously sent out, the Clerk circulated a hard copy of the Plan and documentation for review. Councillors to confirm any Policy Areas they would like to comment on as HPC and were encouraged to respond as individuals too. Responses due by 11 December.

A really useful video on how to respond that was from the recent meeting of New Edenbridge District Residents Association. The link is <https://nedra.org.uk/events/29-oct-2025-public-meeting>

14) Caretaker Works –

- a) The refurbished Hever map board, together with a new map, is now installed and looks much better.
- b) The trees overhanging Hever shed have been pruned back as they were on the roof.
- c) A quote has been requested to treat and repair Hever shed.

- 15) Environment -
- a) The recent Litter picks were a success! Thank you to all who helped.
 - b) Clerk to re-publicise the Infrared camera that is available for members of the parish to borrow to help identify areas of heat loss from their home.
- 16) Public Footpaths update - Clerk has chased up Chippens Bank footpath surfacing works that were reported 2 years ago and now have been chased several times. PROW have confirmed these are scheduled and will be carried out soon and didn't take up the offer of a local contractor who was willing to do the works.
- 17) *Technology –new email and website provider. As per the report for a number of reasons, including accessibility and compliance with Assertion 10, HPC need to upgrade the website and change emails to .gov.uk addresses. Out of the providers reviewed Clerk recommended to appoint Vision ICT as the provider. Proposed by Cllr Haydon and unanimously approved.
- 18) To receive report from Clerk outlining any actions taken since the previous meeting and any other updates.
- a) Four Elms Playground – suppliers to be invited to give equipment ideas and quote. No feedback received as yet from Four Elms School or Wellyboots. Clerk to chase up.
 - b) Change of HPC bank accounts from Nat West to Unity Trust update. As per FEC Minutes, proposed to change to one main account and two reserve accounts (one will be pond monies only) to attract interest. Once in place transition will be arranged.
 - c) Bus stop request was received from a MOP for a new bus stop between How Green Lane and Five Fields Lane. Clerk has submitted this request to KCC who are considering it.
- 19) Dates for 2026 HPC Meetings
- Monday 12 January
 - Tuesday 3 March
 - Wednesday 6 May (Annual Meeting of HPC)
 - Monday 18 May (Parish Assembly)
 - Thursday 9 July
 - Monday 14 September
 - Tuesday 10 November
- Dates duly noted. Clerk to book halls and publish on website.
- 20) Items for information only and correspondence
- a) Verge Cuts – along with the local cluster, a new verge cutter, Ashley Brigdale, has been appointed.
- 21) Items for noting or inclusion on future agenda at the discretion of the Chairman.
- a) Hever Village Hall – there was a residents meeting held recently and, due to objections raised, it was decided to not relocate the hall over the road. Instead it will stay on the existing site and planning permission is being applied for as the current application has expired.

Meeting closed 9.00 pm

Date of next meeting – Monday 12th January 2026 7.30 pm Full Council, Planning 7.00 pm in Hever Village Hall.

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

HEVER PARISH COUNCIL PLANNING COMMITTEE – MINUTES
TUESDAY 4TH NOVEMBER, HVER VILLAGE HALL, 7pm

Present: Councillor Nick Roberts (NR), Chair, Councillor Angela Haydon (AH) , Councillor Hilary Jones (HJ), Councillor Mark Thomas (MT), Councillor Nick Pepper (NP)

Also Present: Rachael Turner, Clerk & RFO and District Councillor Barnett. No Members of Public attended.

Discussed at the meeting:

SDC Ref.	Address	Summary of application
25/02875/HOUSE	Whistlers Farm How Green Lane Hever Kent TN8 7PU	Internal alterations and replacement windows and doors to North wing. Existing store room converted to a guest suite. Internal alterations and new window and door to utility. Deadline: 10 th November View agreed: HPC are fully supportive of the proposed development of the house
25/02876/LBCALT	Whistlers Farm How Green Lane Hever Kent TN8 7PU	Development: Conversion of existing rear North wing to a Kitchen/Dining room. Removal and replacement of modern internal finishes. Replacement windows and doors, new ceiling, wall linings and floor finishes. North Wing fireplace modern alterations to be removed and historic fireplace reinstated. 1No. internal opening to be re-opened between North Kitchen & Dining Room in location of historic opening. 1No. new internal opening between North Kitchen & existing Kitchen. Rear Utility Room & Rear Hallway modern finishes to be removed, with replacement new ceilings, wall linings & floor finishes, and associated replacement doors and windows. Conversion of existing North Store Room to a new Guest Bedroom connected to the house. Internal alterations in association with the Guest Bedroom to create a new En-Suite Shower Room and Lobby. Second floor loft room to be converted to an En-Suite Shower room to serve the existing Loft Bedroom. Replacement of existing flat roof light over Entrance Hallway with new roof light. Deadline: 10 th November

		View agreed: HPC are fully supportive of the proposed development of the house
25/02548/LBCALT	Whistlers Farm How Green Lane Hever Kent TN8 7PU	Repairs to strengthen ceiling joists with less than 50mm bearing support to the first floor master bedroom. Repairs to comprise installation of new steel plates bolted to structural timbers to prevent further movement View agreed: HPC are fully supportive of the emergency works on this property

Other: Planning Enforcement:

Land West of Hever Road/ Hever Stud – concerns have been raised with Planning Enforcement and Cllr Barnett, District Councillor, that development looks to be starting by the new gateways on How Green Lane. Enforcement are investigating. Update – it appears the development is for field shelters on skids. Planning Enforcement will keep an eye on the site.

Cllr Barnett is going to ask SDC if a Section 4 Notice could be served which removes permitted rights development.

Cllr Roberts requested that if the application for an American Barn goes forward, given the strong objection by residents and HPC, could Cllr Barnett please take it to Development Management Committee (DMC) and support HPC in the objection. Cllr Barnett confirmed the process was that if the Parish Council objected and SDC Planning Officer didn't then it would get referred to Cllr Barnett who would then refer it to DMC.

Appeals: None received since last meeting

Views Submitted since last meeting: None

SDC Ref.	Address	Summary of application	HPC view submitted

Decisions received from SDC since last meeting:

Ref	Address	Details of application & Decision
25/00746/HOUSE	How Green East How Green Lane Hever Kent TN8 7NN	Garage with lean-to. 6/25 application invalid - Floor plans do not match the elevations. The overhang of the lean-to appears to be the same length as the garage, whereas the elevations show this be shorter 23/6/25 Proposal Updated and revised plans received 8/25 - The red line on the site location plan has been amended as previously included neighbour land. GRANTED

Payments List

To whom paid	Particulars of payment	Gross	Vat	Net
Markbeech Village Hall	Hall hire HPC meeting 11 Sept 2.5 hours	£ 40.00	£ -	£ 40.00
Kent Association of Local Councils (KALC)	Social Media for Councils training - Clerk 1/7/25	£ 48.00	£ 8.00	£ 40.00
Sevenoaks District Council	Bulk refuse freighter 19 7 25	£ 458.32	£ 76.39	£ 381.93
Hever Countryside Services Allan Agate	Mowing Hever Playing Field	£ 174.00	£ 29.00	£ 145.00
Rachael Turner	Clerk Aug 25 pay	£ 1,304.01	£ -	£ 1,304.01
HMRC Cumbernauld	Tax and NI Clerk Aug 25	£ 271.66	£ -	£ 271.66
KCC Pension	Pension Aug 25 Rturner LGPS	£ 501.07	£ -	£ 501.07
The Map Centre Hereford	Parish Map for board in Hever	£ 80.00	£ -	£ 80.00
Rachael Turner	Clerk Sep 25 pay	£ 1,304.01	£ -	£ 1,304.01
KCC Pension	Pension Sept 25 R Turner LGPS	£ 501.07	£ -	£ 501.07
HMRC Cumbernauld	Tax and NI Clerk Sep 25	£ 271.66	£ -	£ 271.66
SureKill Pest Control	Pest control services - pond and shed	£ 70.00	£ -	£ 70.00
Vistaprint (reimburse RT)	Litter pick banners	£ 103.40	£ 17.25	£ 86.15
Digital Printing (reimburse RT)	Litter pick date stickers for banners	£ 29.94	£ 4.99	£ 24.95
Defib World	iPAD SP1 adult/child electrode pads	£ 72.19	£ 11.20	£ 60.99
APF Trees & Garden Maintenance	Fell Ash Tree at Hever Field	£ 216.00	£ 36.00	£ 180.00
KALC	Planning Crse Cllr Roberts	£ 60.00	£ 10.00	£ 50.00
KALC	Planning Crse Cllr Jones	£ 42.00	£ 7.00	£ 35.00
	TOTAL	£ 5,547.33	£199.83	£ 5,347.50