

SUTTON VALENCE PARISH COUNCIL

Date:	Thursday February 9th at 7.00pm
Venue:	Sutton Valence Village Hall
Present:	Cllrs: Eve Poulter (Chair), Gary Ward, Lorraine Cook, Claire Dennard, Derek Eagle, Lesley Flint, Giri Ramachandran. Parish Clerk: Janet Burnett Deputy Clerk: Emma Hull 12 members of the public

Opening statement was read

The Chairman asked if anyone was recording - No

No submissions from Police, Community Support Warden, County or Borough Councillors

Presentation on proposed development at Haven Farm by Fernham Homes

1. Apologies previously received from: Cllrs Gary Williams and Wendy Young
2. Declaration of lobbying - none
 - I. Declaration of Changes to the Register of Interests - none
 - II. Declaration of Interest in items on the agenda - none
 - III. Requests for Dispensation - none
3. Minutes of the meetings held 13th January were amended and approved. The minutes of 20th January 2022 were approved, both were signed, and dated by the Chairman.
4. Boundary Review – Chairman reported.
5. The following policies previously circulated were considered
 - I. Lone working policy
 - II. Metal detector Policy

The Parish Council resolved to approve both policies

6. Consultations
7. Local plan
8. Parish Council housing survey meeting – CPRE meeting 14/2/22 zoom meeting at 5pm

Action: Councillors to contact The Clerk if they wish to attend

9. Emergency Plan
10. Memorial Garden
11. Electrical Charging points – work has commenced
12. KALC

- I. Attendee to report on meeting held 31/1/22
- II. Ward cluster meeting date – 15/2/22 at 12pm

Cllr Eagle to attend

- III. Carbon footprint calculator – Cllr Eagle reported, this is ongoing
 - IV. Kalc bulletins circulated
13. Newsletter

Clerk to try and source a distributor

Downs Mail suggestion that the Parish Council have a page in the Downs Mail for Parish Council information and news

Action: The Clerks were asked to report next month on the financial comparison between a newsletter or the Downs Mail.

14. Training
 - I. KALC training courses circulated

15. Planning:

- I. Recommendation to be made on:

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- i. 21/506642/FULL Land at Forsham House, Forsham Lane, ME17 3EW
Erection of a care village comprising a 87no. bed care home and 13no. assisted living apartments with associated car parking and landscaping and amended access to Forsham Lane.

The Parish Council resolved that having looked at the submitted plans the Parish Council sees no reason to change to change its previous decision, and still wishes to see the application refused and are prepared to go to Committee.

- ii. 22/500231/FULL Richmond Farm New Barn Road Hawkenbury Tonbridge TN12 0EE
Rebuild existing garage with the addition of home office within the roof space with 4no roof lights and a dormer window.

The Parish Council resolved not to comment on this application

- II. The following recommendations made by the Clerk under delegated powers to be noted:

- i. 22/500144/LBC Osbourne House North Street Kent ME17 3HU
Listed building consent for installation of 11no. panel solar PV systems to South roof (resubmission: 21/504823/LBC).

The Parish Council resolved that this application be approved

16. Finance

- I. The Parish Council considered signatories on Unity and Nationwide banks

The Parish Council resolved that Cllrs Giri Ramachandran, Claire Dennard and Lesley Flint become signatories on Unity and Nationwide bank accounts.

- II. Bank Balances

Unity:	23180.98
Nationwide	83133.70

- III. The following items of income were noted

Nationwide	3.53	Interest
Millwood Homes	200.00	Car park donation
ESPC	39.00	Room rent
S V Tennis Club	404.00	Tennis court rent

- IV. Expenditure

- i. Ratified at this meeting

Legal & General	290.18	Pensions
Drax	237.05	Street lighting
Tailored Auto	13.20	Pension admin
Staff salaries	2330.92	
Chairman’s allowance	180.00	
XLN	60.53	Telephone
Castle Water	19.27	On account
Corona Energy	17.67	Pavilion
Lloyds Credit charge	485.26	Microsoft 11.28, charges 3.00, Amazon prime 7.99 refunded, Eurooffice - stationery 58.97, SLCC – Cilca 360.00, KALC -training 60.00
Hugo fox	35.99	Website
ICO	35.00	Data protection

- ii. Agreed at this meeting

J Burnett	9.00	Key
T Cowen	45.00	Maintaining War Memorial, cable tidy work
Village Hall	346.34	Room Rent
HMRC	622.75	Paye month 9

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Prime One	3414.26	Street lighting upgrade North Street
MSC computers	80.00	email set up
CPRE	36.00	Annual subscription

V. Bank Reconciliation – circulated

VI. Performance against budget – circulated

17. Recreation and Open Spaces

I. War Memorial Play Area and Field

i. Weekly and monthly inspections

Shackles beginning to wear on trim trail & toddler swing

Gate slow closing, rabbit holes

All satisfactory or low risk

ii. Annual Play area inspection completed – report to follow

II. Pavilion

The Parish Council considered the selling of current pavilion building

The Parish Council resolved that the Clerk investigates this

III. Football

IV. Harbour Play area and field

i. Weekly and monthly inspections

Gate spring needs adjusting

Spin dish – movement in bottom fixings

All satisfactory

ii. Annual Play area inspection – report to follow

VII. Open Spaces

i. Extension of Conservation Area ongoing

ii. Sutton Valence Castle – zoom meeting booked for 17/2/22 with English Heritage

Action: Clerk to send link to Councillors

iii. MBC tree initiative – The Harbour field is approx. 2.25 acres

- The Clerk asked Cllr Harwood for advice and with the assistance of KCC, the grant form has gone in.

- The Parish Council considered renaming the area known as “Horse field” at The Harbour

The Parish Council resolved to rename the area Platinum Meadow

iv. Tree survey ongoing – Parish online to be used.

18. Roads and Transport

I. Roads

i. Fire hydrant initiative project – ongoing

ii. The Parish Council considered parking issues in the village

Response from MBC circulated.

Clerk is in correspondence with a private firm

Action: Councillors to monitor parking during the month and to report back to next meeting, Cllr Dennard to liaise with MBC regarding footpath.

19. **Lighting** - To consider updating the lights in South Lane to LED

The Parish Council resolved to update the lights in South Lane to LED

20. Allotments

I. Following the allotment meeting the Parish Council considered:

i. Payment of the water pipe repairs in 2021

The Parish Council resolved that each allotment holder at Bowhalls be charged 27.00 per half plot

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ii. Fees

The Parish Council resolved that the fees increase by 1.00 per half plot for in parish allotment holders and pro-rata for outside of parish

iii. Maintenance of the Northwest boundary at Bowhalls

The Parish Council resolved that the contractor be asked to do one cut only

21. Police

I. Crimes reported December 2021 - 12

22. Correspondence previously received

East of Maidstone bus group meeting minutes

Southfield Stables – email received regarding access to the horse field

Action: Clerk to investigate access.

23. Village Hall

I. Beech hedge

Action: Cllr Ward to progress

II. Flooring in committee room and hallway raised with The Chairman of the Village Hall.

24. Microsoft 365 existing agreement was discussed.

The Parish Council resolved to sign the agreement until 2023 with no increase in cost and paying an annual payment to qualify for the 5% discount.

25. Agenda items for next meeting were discussed

Date of next meeting: 9/3/22

Meeting closed: 21.34

Acronyms

NALC – National Association of Local Councils

MBC – Maidstone Borough Council

ACRK – Action with communities in Rural Kent

CPRE – Campaign to Protect Rural England

NP – Neighbourhood Plan

JPG – Joint Parishes Group

PSS – Parish Service Scheme

KALC – 7ú Association of Local Councils

SLCC – Society of Local Council Clerks

PPF - Police/Parish Forum

PEG – parish Enhancement Group

LLV – Landscape of Local Value

PIP – Parish improvement plan