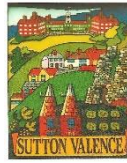


# SUTTON VALENCE PARISH COUNCIL



E-mail: [clerk@suttonvalence.org.uk](mailto:clerk@suttonvalence.org.uk)

Tel: 01622 844135

Web site: [www.suttonvalencepc.kentparishes.gov.uk](http://www.suttonvalencepc.kentparishes.gov.uk)

*From the Clerk:*

Mrs Emma Hull  
The Parish Office  
Sutton Valence Village Hall  
Sutton Valence  
Maidstone  
Kent ME17 3HS

Notice is hereby given of a meeting of the Parish Council to be held in the Committee Room at the Village Hall on Wednesday 13th December 2023 at 7:00pm when the following business is proposed to be transacted:

Opening Statement The Chairman to ask if anyone is recording

Submissions from Police, Community Support Warden, County or Borough Councillors

Questions and comments are invited from members of the public (limited to 15 minutes in total a maximum of 3 minutes per person) This provides an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chairman) to participate before the start of the meeting by asking questions, raising concerns, or making comments on matters affecting Sutton Valence. As this is an information session only, no action can be taken, but the Chairman may decide to refer any matters raised for further consideration.

Presentation – from Bearsted CAN

1. Apologies for absence
2. Declaration of Lobbying
  - I. Declaration of Changes to the Register of Interests
  - II. Declaration of Interest in items on the Agenda
  - III. Requests for Dispensation
3. Minutes of the meeting held on 8<sup>th</sup> and 22<sup>nd</sup> November to be agreed and signed
4. Matters arising from the minutes not covered under other headings
5. To consider the nomination received to fill a vacancy on Sutton Valence Parish Council by co-option
6. To receive reports from
  - i) County and Borough Councillors
7. SV Post Office - update
8. To finalise projects for 2023/24
9. KALC
  - I) AGM Saturday 18th November – update
  - II) Maidstone Area Committee 27<sup>th</sup> November – update
10. Training
  - i) MBC Planning Policy and Guidance 6<sup>th</sup> November – update
  - ii) Landscape Assessments and Biodiversity Net Gain 4th December 2023 - update
11. To consider the following consultations
  - i) MBC Climate Change & Biodiversity
  - ii) KCC Kent Cycling and Walking Infrastructure Plan Consultation
12. Rural England Prosperity Fund - to agree whether to apply for grand funding and if so, what for
13. Youth Club - to discuss the future of youth facilities following the reduction in KCC funding and make recommendations
14. Climate Change Working Group - update
15. To agree expenditure and working group representatives for the Joint Event with Chart Sutton 80<sup>th</sup> Anniversary D Day Landings  
Meeting Closed to Public and press for item 16
16. Human Resources
  - i) Cleaners' resignation

17. Planning
  - Recommendation to be made on
  - i) 23/504994/FULL Hillside Cottage Sutton Valence Hill Sutton Valence Maidstone Kent ME17 3AR Change of use of existing residential annex to office space for applicant's financial services business (Use Class Eci) including loft conversion with insertion of roof lights, removal of glazed lobby on west elevation and installation of an internal raised floor, removal of one window, removal of fireplace, change window opening and repair works. (Resubmission of 23/501390/FULL).
  - ii) 23/504995/LBC Hillside Cottage Sutton Valence Hill Sutton Valence Maidstone Kent ME17 3AR Listed Building Consent for conversion of existing residential annex to office space for applicant's financial services business including Loft conversion with insertion of roof lights, removal of glazed lobby on west elevation and installation of an internal raised floor, removal of one window, removal of fireplace, change window opening and repair works. (Resubmission of 23/501571/LBC).
  - iii) 23/505489/FULL Bluebells Headcorn Road Sutton Valence Maidstone Kent ME17 3EH Demolition of garage and erection of new garage (Resubmission 23/504142/FULL).
18. Finance
  - I. Signatories on Unity and Nationwide
  - II. Authorisation of payments
  - III. Bank Balances
  - IV. Income
  - V. Expenditure
  - VI. Bank Reconciliation
  - VII. Performance against budget
  - VIII. 2023/2024 Budget
19. Recreation and Open Spaces
  - I. War Memorial Play Area and field
    - i. Weekly playground inspection
    - ii. Yearly playground inspection
    - iii. Pavilion - update
  - II. Harbour Play Area and field
    - i. Weekly playground inspection
    - ii. Yearly playground inspection
  - V. Open Spaces
    - i. Tree Survey – update
    - ii. Platinum Meadow – update
    - iii. Notice Boards
    - iv. Community Litter Pick
20. Roads and Transport
  - I. Roads
    - i. To consider setting up a traffic/road working group
    - ii. 20 is plenty
    - iii. To finalise Highways Improvement Plan (HIP) – update
    - iv. Speed Watch Training – update
  - II. Public Transport
21. Allotment – update
22. Parish online
  - i. location of parish trees to be added
23. Police
24. Village Hall –items to be raised by PC Representative
25. Agenda items for next meeting
26. Date of next meeting 10th January 2024  
Emma Hull – Clerk to the Council 7/12/23

*Emma Hull*