

SUTTON VALENCE PARISH COUNCIL

Date:	Wednesday 11 th January at 7.00pm
Venue:	Sutton Valence Village Hall
Present:	Cllrs: Eve Poulter (Chair), Gary Ward, Lesley Flint, Mel Flint Parish Clerk Emma Hull Three members of the public

Opening statement

The Chairman asked if anyone is recording – no recordings took place.

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

Questions and comments from members of the public (limited to 15 minutes in total)

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 – Update on Cloverdown House, Sutton Valence Care Village was given.

1. Apologies previously received from: Derek Eagle, Giri Ramachandran were noted and accepted.
2. Declaration of lobbying -
 - I. Declaration of Changes to the Register of Interests – none
 - II. Declaration of Interest in items on the agenda – Cllrs M Flint and L Flint declared an interest in item 11 i.
 - III. Requests for Dispensation – none
3. Cllr Co-option Vacancy – noted
4. Minutes of the meeting held 9th & 17th November were agreed, signed and dated by the Chairman.
5. Matters Arising from the minutes not covered under other headings – none
6. To agree meeting dates for the year –

The Parish Council resolved to agree the circulated meeting dates

7. KALC/NALC – NALC Legal Update – circulated and noted.
KALC Elections bulletin – circulated and noted.
8. Kent Resilience Forum
 - i) Emergency Planning – noted.
9. Consultations
 - I. MBC Changes to Air Quality Action Plan - Closes 29th January 2023 - noted.
 - II. MBC Community Governance Review – Closes 29th January 2023 - noted.
 - III. Boundary Reviews
 - i) Parliamentary – noted.
 - ii) Parish – noted.

10. To Consider

- i) Warm Hubs – noted.
- ii) KCC Community Transport grant scheme – noted.
- iii) MBC Community Resilience Fund – noted.
- iv) Shared Prosperity Fund – noted.
- v) Parish Services Scheme – noted.

11. To consider a Grant Funding Requests

- i) Three Suttons Helpline –

Action: To be carried over to the next meeting

- ii) Sutton Valence & District Branch RBL 100th Anniversary Event-

The Parish Council resolved to contribute towards the event of £50.00

12. Training

- I. MBC Planning Training – Permitted Development Rights – update given by Cllrs who attended.
- II. Parish online

The Parish Council resolved for Cllr M Flint to have access

- III. KALC –

The Dynamic Councillor
Introduction to planning

The Parish Council resolved for Cllr M Flint to attend

13. Working Groups updates

- I. Climate Change – The Next Joint Parish Climate Change Group are to meet on 24th January.
- II. Platinum Meadow - see open spaces item.
- III. Allotment – all fees and agreements sent out in November.

14. Planning: Recommendations were made on the following

- I. 22/505301/FULL 1 Warmlake Orchard Sutton Valence Kent ME17 3TU
Erection of a proposed rear two storey annex extension.

The Parish Council ratified the recommendation of refusal to be made on this application

- II. 22/505290/FULL The Vicarage Chart Road, Sutton Valence Maidstone Kent ME17 3AW
Demolition of existing garage and store. Erection of 2no. two storey side extension, single storey rear extension with first floor balcony, front dormer window and replacement roof covering. Creation of additional off road parking.

The Parish Council ratified the recommendation of refusal to be made on this application

- III. 22/504619/FULL Babylon Farm Babylon Lane Hawkenbury Tonbridge Kent, TN12 0EG
Change of use of land from agricultural land to residential to accommodate the existing siting of a static caravan ancillary to the main dwelling (Retrospective).

The Parish Council ratified the recommendation of no comment to be made on this application

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- IV. 22/505756/FULL Southfield Stables South Lane Sutton Valence Kent ME17 3AZ
Section 73 - Application for minor material amendment to approved plans condition 2 (to allow alterations to the footprint and design of the dwelling) pursuant to 22/500532/FULL for - Demolition of existing dwelling and erection of 1no detached dwelling with associated garage, driveway, and landscaping.

The Parish Council ratified the recommendation of no comment to be made on this application

15. Finance

- I. Signatories on Unity Trust and Nationwide

- II. Authorisation of payments

- III. Bank balances

Unity 78,110.33

Nationwide 83,348.37

- IV. Income

The following income was noted:

Allotment	994.50	fees
Sutton Valence Hockey	100.00	use of car park
Nationwide	67.20	Interest Dec
Nationwide	41.05	Interest Nov
SVS Independent School	750.00	Contribution to The Green maintenance
Car Park	144.00	Permits
MPE Football Club	300.00	Pitch hire
East Sutton PC	39.00	Room hire

- V. Expenditure

- i. Ratified at this meeting:

Lloyds Credit Charge	14.28	Microsoft
Hugo Fox	35.99	Website
Tailored Auto	13.20	Pension Admin
MS Computer Services	40.00	Bit Locker Issue
MS Computer Services	60.00	email set up and tasks
SV V Hall	57.73	PAT Testing
Paul Waring	2184.00	Vehicular Gate PM
XLN	99.82	Parish Phone
Drax	246.58	Street Lighting
Corona	16.21	Pavilion
E Hull	11.99	Closed shackle padlock Pavilion
E Hull	8.39	Combination padlock permit car park
Drax	238.62	Street lighting
HugoFox	35.99	Website
Tailored Auto	13.20	Pension Admin
Staff Costs	1535.58	
XLN	98.76	Parish mobile
Corona	17.12	Pavilion
Castle Water	368.84	Bowhalls
E Hull	50.00	CiLCA

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Ms computer Services	40.00	IT tasks
Wicksteed	288.00	Yearly Playground Inspection
HMRC	309.41	
RBL	50.00	Wreath
Unity	30.90	Charges
E Hull	11.28	Microsoft

ii. Agreed at the meeting:

TP Cowen	90.00	Notice Board The Harbour
TP Cowen	110.00	Security Post The Harbour
Dignet Solutions	206.16	Photocopier Charges
Rialtas	30.00	Software
Rialtas	775.20	Allotment Software and Training
S Waring	648.72	Mowing of Platinum Meadow
KALC	60.00	Dynamic Cllr

VI. Bank reconciliation - circulated.

VII. Performance against budget - circulated.

VIII. 2023/24 Budget –

The Parish Council resolved to have a meeting on 19th January to finalise the budget and for the previous Clerk to attend

16. Recreation and Open Spaces

I. War Memorial Play Area and Field –

- i. Weekly inspections -noted.
- ii. Annual Play area inspection - completed.

II. Pavilion

- i. Sale of the pavilion – update given.
- ii. Litter –

The Clerk to contact East Sutton Park Prison in regard to helping with litter picking

iii. Car Park

i)Permit parking

Action: The Clerk to investigate options

III. Harbour Play area and field.

- i. Weekly inspections – noted.
- ii. Annual Play area inspection - completed.
- iii. Security Post – replaced.

VII. Open Spaces

i. Extension of Conservation Area – ongoing.

ii. Platinum Meadow

- i. MBC tree initiative – update given.
- ii. Green Canopy – update given.
- iii. Tree Survey – Parish Online to be used.

iii. Notice Board Quote to be considered in closed session.

The Parish Council resolved to go ahead with the installation quote for The Old Post Office Notice Board £252.00

v. Dog Fowling- reported.

17. Roads and Transport -

I. Roads –

II. Fire hydrant initiative project – Parish Online to be used.

III. Public transport – noting to report.

18. Newsletter

Action: Cllrs to send articles to Cllr Poulter

ii. storage and retention – noted.

19. Police – Crimes reported in Nov 22, 11

20. Village Hall

Action: The Clerk to investigate the repair of damaged drain and repainting of yellow line surrounding the hall pathway

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

Action: Clerk to keep as an agenda item

21. Agenda items for next meeting - none

22. Date of next meeting: 8/2/23

Meeting closed 21.50.

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

HIP – Highways Improvement 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