

SUTTON VALENCE PARISH COUNCIL

Date:	Wednesday 13 th September at 7.00pm
Venue:	Sutton Valence Village Hall
Present:	Cllrs: Mel Flint, Lesley Flint, Nicola Alsop, Mike Gammon, Derek Eagle, Melanie Dawber Parish Clerk: Emma Hull 22 members of the public

Opening statement

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

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

Presentation – Update on the proposed development at Haven Farm by Fernham Homes

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

1. Apologies for absence – Cllr S Annereau was noted and accepted.
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 meeting held 2nd August 2023 were agreed, signed and dated by the Chairman.
4. Cllr Resignation - A vote of thanks was noted to Cllr E Poulter for their long service as Cllr and Chairman.
5. Membership of the Staffing Committee to be agreed upon

The Parish Council resolved the Staffing Committee Cllrs M & L Flint, M Gammon and M Dawber

6. Election of representative to Village Hall to be agreed upon – Cllrs L Flint and M Dawber
7. Update on Working Groups
 - I) Climate Change – update to be given at meeting in Octobers meeting
8. To consider Projects for 2023/24

Action: Cllrs to think about project ideas for discussion at Octobers meeting

9. To consider setting up a Neighbourhood Plan Working Group –

Action: Agenda item for Novembers meeting

10. KALC -
11. Training
 - i) Charing Council and public meetings effectively -19th September - Cllr M Flint attending
 - ii) Clerks Conference – 27th September - Clerk attending
 - iii) Chairmanship Conference – 17th October Cllr M Flint - attending

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12. To consider the following consultations

- i) Sutton Valence Conservation Area Extension – Cllr D Eagle to attend Planning & Infrastructure Committee Meeting on 8 November 2023
- ii) Kent and Medway Partnership Domestic Abuse Strategy 2024-2029 - noted
- iii) Kent Community Warden Service Review – Cllrs to send responses
- iv) KCC Budget consultation for 2024/25 - noted

Meeting to be closed to members of the public and press for item 13

13. To consider quotes

I) Painting of Yellow Lines –

The Parish Council resolved to hold off for now

II) Yearly Insurance Renewal Insurance

The Parish Council resolved to agree the renewal quote

14. Planning Recommendation was made on

- i) 23/503772/FULL Southgate Warmlake Road Sutton Valence Kent ME173LP
Retrospective permission for the stationing of a mobile home for residential use.
The Parish Council resolved to discuss this application via email and ratify at Octobers meeting
- ii) 23/503859/FULL Stallance Views Rectory Lane Sutton Valence Maidstone Kent ME17 3BT
Demolition of existing dwelling and erection of replacement dwelling with associated works.
The Parish Council resolved to discuss this application via email and ratify at Octobers meeting
- iii) 23/503854/LBC Lower Farm Babylon Lane Hawkenbury Maidstone Kent ME17 3ER
Listed Building Consent for internal and external alterations including demolitions of partition walls and fixtures, structural alterations and relocation of small side window.
The Parish Council resolved no comment on this application
- v) 23/503147/FULL Sentinel Coombe Farm Sutton Valence Hill Sutton Valence Kent ME17 3AX
Construction of veranda and raised decking to rear (south) elevation and change of use of agricultural land to residential garden land (Retrospective).
The Parish Council resolved to discuss this application via email and ratify at Octobers meeting
- iv) 23/503147/FULL Sentinel Coombe Farm Sutton Valence Hill Sutton Valence Kent ME17 3AX
Construction of veranda and raised decking to rear (south) elevation and change of use of agricultural land to residential garden land (Retrospective) – application under item 14v

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15) Finance

I. Signatories on Unity and Nationwide

II. Authorisation of payments

III. Bank balances

Unity £90,657.12

Nationwide £84,099.50

IV. Income

The following items of income were noted

ESPC	39.00	Room Rent
E Ebeling	720.00	Car Park Permit
MPE Football	300.00	Pitch Hire

V. Expenditure

i. Ratified at this meeting

Pauls Handyman Service	40.00	Playground repairs
Tailored Auto	13.20	Pension admin
E Hull	1659.02	Clerks Salary
XLN	110.90	Parish Phone
Drax	230.66	Street Lights
Drax	7.98	Street Lights
Legal & General	210.08	Pension May
HMRC	522.05	PAYE
Hugofox	35.99	Website June
Corona	14.94	Pavilion
Legal & General	210.08	Pension Jun
Legal & General	210.09	Pension Jul
KALC	420.00	Intro to Planning x 7
KALC	60.00	Dynamic Cllr MG
HMRC	522.25	PAYE
E Hull	1658.82	Clerks Salary
KALC	60.00	Dynamic Cllr MD
JCB Maintenance	79.50	Public Toilet repairs
KALC	60.00	Dynamic Cllr NA
KALC	60.00	Dynamic Cllr SA
J Burnett	76.00	Clerking at meeting 12/7/23
TSOHOST	143.86	Hosting service
Dignet Solutions	41.37	Copier Charges
C Bruce	271.25	Cleaning Public Toilet
E Hull	11.51	Sundries
Prime One Maintenance	6,479.57	18 of 50 LED street lights Complete (CIL Money to be used
Prime One Maintenance	2081.52	Yearly maintenance of Street lighting

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SV V Hall	1,090.95	Hall Rent
Tailored Auto wealth	13.20	Pension Admin
Legal & General	210.08	Pension
Corona	15.12	Pavilion
Drax	8.23	Street Lights
Drax	238.36	Street Lights
XLN	110.90	Parish Phone

ii Agreed at this meeting:

C Bruce	271.25	Cleaning Public Toilet
KALC	84.00	Clerks Conference
KALC	84.00	Chairmanship Conference
MSCS	300.00	Data Migration to new system
HugoFox	35.99	Website July
HugoFox	35.99	Website August
E Hull	50.77	Sundries padlock/key cutting/postage/

VI. Bank reconciliation – circulated

16. Recreation and Open Spaces

I. War Memorial Play Area and Field –

- i. Weekly Play area Inspections - graffiti under multi play
- ii. Yearly Play area inspection – to be arranged for November

II. Pavilion – update given

III. Harbour Play area and field -

- i. Weekly Play area inspections – gate not closing
- ii. Yearly Play area inspection - to be arranged for November

IV. Open Spaces

- i. Extension of Conservation Area – update given
- ii. Tree Survey – update given
- iii. Platinum Meadow – update given

17. Roads and Transport

I. Roads - update given

- i. Southeast Water works in Upper Street Leeds Cllr Eagle attending update meeting on 14TH Sept
- ii. To consider bollards at Southway's
- iii.20 is plenty

Action Clerk to circulate HIP (Highways Improvement Plan)

iv. Remembrance Service - update given

II. Public Transport

16. Allotment

17. Parish Online

i. location of parish trees to be added

18. Police

19. Village Hall –

20. Agenda items for next meeting

Recruiting Cllrs

Youth Club

HIP

Items for Village Hall Committee Meeting

21. Date of next meeting

Meeting closed 22.00

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 – Kent 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