

SUTTON VALENCE PARISH COUNCIL

Date:	Wednesday 8 th November at 7.00pm
Venue:	Sutton Valence Village Hall
Present:	Cllrs: Mel Flint, Lesley Flint, Nicola Alsop, Mike Gammon, Derek Eagle, Melanie Dawber Sally Annereau, Parish Clerk: Emma Hull 3 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 – none

Questions and comments 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.

1. Apologies for absence – none received
2. Declaration of Lobbying – none
 - I. Declaration of Changes to the Register of Interests – none
 - II. Declaration of Interest in items on the Agenda - Cllr Eagle item 4
 - III. Requests for Dispensation due to the sensitivity a dispensation will not be granted at the meeting for item 4
3. Minutes of the meeting held 18th October 2023 were agreed, signed and dated by the Chairman.
4. To discuss the possible temporary relocation of SV Post office
It was proposed by Cllr Annereau, seconded by Cllr Gammon and on it being put to the meeting it was resolved to suspend standing orders to enable the Village Hall representative to take part in the discussion on the post office.

The Parish Council resolved to have a working group with the Hall Committee

5. To review the following
 - i) Standing Orders - circulated
 - ii) Financial Regulations – circulated

To carry forward to the next meeting

To finalise projects for 2023/24 –

The Parish Council resolved to have a separate meeting
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6. KALC – AGM Saturday 18th November - circulated
7. Training
 - i) MBC Planning Policy and Guidance 6th November - update given
8. To consider the following consultations
 - i) MBC Maidstone Local Plan Review – noted
 - ii) MBC Climate Change & Biodiversity – carry forward to next meeting
 - iii) MBC Homelessness & Rough Sleepers Strategy – noted
 - iv) KCC Kent Cycling and Walking Infrastructure Plan Consultation – carry forward to next meeting

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9. To consider a joint event with Chart Sutton 80th Anniversary D Day Celebration –

The Parish Council resolved to go ahead with a joint event

10. To consider appealing against the decision made on 22/504692/HYBRID
Land at Haven Farm, North Street Sutton Valence, Kent

The Parish Council resolved not to proceed

11. Planning

Recommendation to be made on

I) 23/504647/FULL Larch Barn Babylon Lane Hawkenbury Kent TN12 0EG
Removal of two large rooflights and erection of dormer incorporating windows and door,
and conversion of existing oak framed pergola to form balcony off first floor master bedroom.

The Parish Council resolved to make no comment on this application

II) 23/504700/FULL Sunflower Cottage Maidstone Road Sutton Valence
Maidstone Kent ME17 3LS
Erection of a single storey double garage.

The Parish Council resolved to make no comment on this application

12. Finance

I. Signatories on Unity and Nationwide
Cllr D Eagle to contact Nationwide

II. Authorisation of payments

III. Bank balances

Unity £84,910.53
Nationwide £84,409.00

IV. Income

The following items of income were noted

ESPC	39.00	Room Rent Oct
The Harbour	50.00	Allotment Deposit
HMRC	7,300.29	Vat Reclaim

V. Expenditure

i. Ratified at this meeting

Tailored Auto	13.20	Pension admin
Legal & General	210.08	Pension Oct
C Bruce	262.25	Cleaning of Public Toilet
Diginet Solutions	46.77	Copier Charges
Pauls Handyman Service	20.00	Playground Repair
SV Village Hall	1129.20	Office Rent
West Kent N/hood Watch	50.00	Neighbourhood Watch signs
MS Computer Services	20.00	Email set up
XLN	110.90	Parish Phone
Lloyds Credit Charge	810.36	Microsoft 365 12.36, MBC Pre application advice 255.00, Salum asbestos report 540.00
Corona Energy	15.30	Pavilion

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Castle Water	12.64	Harbour Allotment
MBC	59.80	Mayors Charity meal
Drax	7.98	Street Lights
Drax	230.66	Street Lights
Safety Shop	141.67	Car park permits
Parish Online	420.00	Digital mapping subscription
Mazars	504.00	External Audit
HMRC	522.05	PAYE
E Hull	1659.02	Salary
C Bruce	271.25	Cleaning of Public Toilet

ii Agreed at this meeting:

Wallgate	507.16	Handwash dryer plan for public toilet
T Cowen	20.00	Bolt fixing
HugoFox	35.99	Website Oct
E Hull	4.09	Sundries

- VI. Bank reconciliation – circulated
- VII. Performance against budget - circulated
- VIII. 2023/24 Budget – not ready
- IX. To approve allotment fees – were noted

13. Recreation and Open Spaces

- I. War Memorial Play Area and Field –
 - i. Weekly Play area Inspections - graffiti under multi play to be removed on 17th November
 - ii. Yearly Play area inspection – to consider recommendations report circulated
- II. Pavilion – update given
- III. To discuss drainage around car park – The Clerk to investigate
 - III. Harbour Play area and field -
 - i. Weekly Play area inspections –
 - ii. Yearly Play area inspection - to consider recommendations report circulated
 - IV. Open Spaces
 - i. Extension of Conservation – update given
- ii. Tree Survey – update given
- iii. Platinum Meadow – update given

14. Community Litter Pick – update given

Meeting to be closed to members of the public and press for item 15

- 15.
 - i) To consider overtime payment for the clerk

The Parish Council resolved the Clerks overtime

 - ii) To consider quote for playground gate

The Parish Council resolved not to go ahead with the quote
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 - iii) To consider quote for gully cleaning

The Parish Council resolved to go ahead with the quote
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16. Roads and Transport

Roads

I.

- i. To consider setting up a traffic / road working group

The Clerk to contact neighbouring parishes in regard to working together on HIPS

- ii. To consider bollards at Southway's - on the HIP

- iii. 20 is plenty

- iv. To finalise Highways Improvement Plan (HIP) – circulated

- v. To consider roads for Speed Watch –

The Parish Council resolved the roads to consider being Lower Road, Tumblers Hill, South Lane, Warmlake A274

- vi. Speedwatch Training

The Parish Council resolved for the Clerk to arrange training for Cllrs M&L Flint, Eagle, Dawber and the Clerk

- vii. Meeting with Cllr L Parfitt Reid – 19th October – update given

- viii. Remembrance Service – update given

II. Public Transport

17. Newsletter

- i) To agree/ format / distribution and cost

The Parish Council resolved to send out the next version in November and hand deliver

18. To consider Christmas hamper request – update given

19. Allotment – update

20. Parish online

- i. Location of parish trees to be added

21. Police

22. Village Hall – items to be raised by PC representative -

23. Agenda items for next meeting

24. Date of next meeting 13th December 2023

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

CIL - Community Infrastructure Levy

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