

SUTTON VALENCE PARISH COUNCIL

Date:	Wednesday September 28th at 6.45pm
Venue:	Sutton Valence Village Hall
Present:	Cllrs: Eve Poulter (Chair), Lesley Flint, Derek Eagle, Giri Ramachandran Parish Clerk Emma Hull 12 members of the public

Presentation on proposed development at Haven Farm by Fernham Homes

Opening statement was read

The Chairman asked if anyone is recording - no

Submissions from Police, Community Support Warden, County or Borough Councillors – none

1. Apologies previously received from: Cllr Ward and Borough Cllr Wendy Young were accepted
No apology received from Gary Williams

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. Letter to The Rt Hon Sir Edward Young KCVO

Action: Clerk to send letter

4. Cllr Co-option Vacancies

Action: to be carried over to the next agenda

5. Minutes of the meeting held 10th August 2022 were agreed, signed and dated by the Chairman.

6. Matters Arising from the minutes not covered under other headings – KALC Model Code of conduct no response sent from SVPC

7. To consider the following policies / terms of reference / risk assessments

i Climate change policy – Sustainability checklist

The Parish Council resolved to approve the Sustainability checklist

8. Boundary Commission Recommendation – update given

9. Local Plan review – co-ordinating team’s submission circulated.

10. Parish Council housing survey 27th June to 18 July – funded by KCC -Haven Farm being considered

Action: to be carried over to the next agenda

11. Memorial Garden

i. Proposal for QHOF to take on this project in conjunction with Sutton Valence, Chart Sutton and East Sutton Parish Councils

Action: to be carried over to the next agenda

12. KALC/NALC

13. Ward Cluster Meeting 6th September – noted

14. Training –

MBC Planning Training dates circulated

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15. Working Groups updates

I. Climate Change working group update

No idling poster circulated prior to the meeting

Action: Amendments agreed, Clerk to produce posters

II. Platinum Meadow Scheme

Article detailing the scheme circulated

The Parish Council resolved to approve the article

III. Allotment – no update

16. Planning:

I. 22/503440/OUT Land To The South Of Homewell House Maidstone Road Service Road West Sutton Valence Kent ME17 3LS

Outline application for a 16no. unit retirement living accommodation with associated parking, landscaping & access via new vehicle crossover (All matters reserved for future consideration).

The Parish Council resolved to refuse this application but do not wish to go to committee

II. 22/503934/FULL Land At The Harbour Sutton Valence Kent ME17 3AB

Demolition of existing garages and erection of a terrace comprising of 2no. two-bedroom dwellings and 1no. three bedroom dwelling affordable homes with associated bin and bike store and landscaping.

The Parish Council resolved to refuse this application but do not wish to go to committee

IV. 22/504287/FULL 3 Warmlake Cottages Warmlake Road, Sutton Valence Kent ME17 3LP

Demolition of existing workshop and erection of 2no. 3-bedroom detached dwellings with associated parking.

The Parish Council resolved to discuss via email and the Clerk to send response

V. 22/504105/LDCEX Stallance Views, Rectory Lane, Sutton Valence, Kent ME17 3BT

Lawful development Certificate to establish the existing use of a building as a C3 dwelling house for more than four years.

17. Parish Newsletter – update

Action: The Chairman to circulate draft newsletter

18. Finance

I. Authorisation of payments

II. Bank balances

Unity 69455.18

Nationwide 83191.80

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III. Income

The following income was noted:

Car park permits	674.00	
Nationwide	14.13	Interest
Football Hire agreements	500.00	

IV. Expenditure

i. Ratified at this meeting:

Lloyds Credit Charge	302.02	tsohost 143.86, zoom 143.88 Microsoft 11.28, charges 3.00
Drax	246.48	Street lighting
HugoFox	35.99	Website
Tailored Auto	13.20	Pension Admin July
Corona Energy	15.12	Pavilion August
Staff Costs	236.26	Pension Summary July
Staff salaries	2362.36	July
Staff salaries	2994.29	August
XLN	98.76	Parish mobile
Sutton Valence VH	346.34	Room Hire

ii. Agreed at the meeting

ARKAS	177.60	Repairs to car park barrier
Gallagher	42.82	Insurance update
S Clayton	50.00	Allotment deposit refund
MS Computer Services	40.00	Laptop network issue
Wallgate	777.16	Servicing of washer/dryer public toilet
PKF Littlejohn	480.00	Conclusion of external audit
Riatlus	154.00	IT Software support
Parish online	420.00	Digital mapping tool
E Hull	8.47	Clip frame and fixings for public toilet checklist

V. Bank reconciliation approved

VI. Performance against budget approved

VII. Option to opt out of the SAA central external auditor appointment arrangements

The Parish Council resolved to stay in the scheme

VIII. External Audit received back with no matters arising – The Parish Council noted this

IX. Insurance Quote renewal to be discussed and decided in closed session

The Parish Council resolved to go with HISCOX fixed for three years £2,967.66 and Breeze for one year £1,170.00 for the pavilion

19. Recreation and Open Spaces

- I. War Memorial Play Area and Field –
 - i. Weekly inspections Graffiti on multi play roof. Monthly inspection five very low risk
 - ii. Annual Play area inspection completed –
 - iii. Tennis Courts – meeting date to be arranged

II. Car park –

I. contractor parking

Action: to be carried over to the next agenda

II. permit parking

Action: to be carried over to the next agenda

III. Pavilion

- i. Sale of the pavilion – For Sale Notices have been placed on the pavilion
- ii. Harbour Play area and field Weekly inspections – graffiti on rota rocker. Monthly inspection 12 moderate Risk
- iii. Annual Play area inspection –

VI. Open Spaces

- i. Extension of Conservation Area ongoing
- ii. Platinum Meadow
 - i. MBC tree initiative – awaiting paperwork from MBC
 - ii. Vehicular Gate – Gate in place and notice explaining details of the project will be placed on website / noticeboards in due course
- iii. Fields in Trust – ongoing
- iii. Green Canopy – circulated, initiative extended to March 2023
- iv. Tree Survey ongoing – parish online to be used - ongoing

20. Roads and Transport

- I. Roads – Cllrs to attend a meeting on 3rd Oct at Broomfield & Kingswood PC regarding road closures and congestion
- II. Fire hydrant initiative project – ongoing
- III. Parking Survey in the Village –
- IV. Public transport –
- V. Damage to ragstone Footpath in the High Street –

Agreed to take off the agenda

21. Allotments

- i. Rialtas – allotment package

The Parish Council resolved to go ahead with the allotment package £646.00 per year, single user
£126.00 per year

22. Remembrance Sunday

Action: The Clerk to organise a wreath for the parish

23. Police

- i. Crimes reported – 9 in July - noted

24. Village Hall

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

Action: Clerk to keep as an agenda item

25. Agenda items for next meeting

26. Date of next meeting: 12/10/22

Meeting closed 21:30

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