

SUTTON VALENCE PARISH COUNCIL

Date:	Friday 14 th April at 7.00pm
Venue:	Sutton Valence Village Hall
Present:	Cllrs: Eve Poulter, Derek Eagle, Mel Flint, Lesley Flint, Gary Ward Parish Clerk: Emma Hull

Opening statement

The Chairman asked if anyone is recording – no recording 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.

1. Apologies previously received from: Cllr G 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 - none
 - III. Requests for Dispensation – none
3. Minutes of the meeting held on the 15th March were amended, signed and dated.
The minutes held on the 27th March were signed and dated.
4. Matters Arising from the minutes not covered under other headings – none
5. To consider moving meetings to another evening of the week – carry forward to next meeting
6. KALC / NALC
 - i) Maidstone KALC Meeting – 27th March – no update
7. To agree terms of reference for the Event Committee – His Majesty the Kings Coronation

The Parish Council resolved to approve the Terms of Reference

8. To agree expenditure for the joint Event to celebrate His Majesty the Kings Coronation with QHOF East Sutton and Langley Parish Councils

The Parish Council resolved to approve £2,000 expenditure for the event

9. Training Courses to be considered
 - I. KALC – The Dynamic Cllr 23rd March – update given from Cllr Eagle

The Parish Council resolved for Cllr L Flint to attend NALC Fighting Climate Change with local council Action on 24 th May £40

10. Working Groups updates given
 - I. Climate Change
 - II. Platinum Meadow
 - III. Allotment
 - IV. Jubilee

11. Planning: recommendations to be made on the following :

i) 23/501375/FULL The Oast Norton Road Sutton Valence Maidstone Kent ME17 3RT Section 73 - Application for Variation of condition iv (Permitted development rights) (to allow certain permitted development rights, in particular for Part 1, Class E (buildings etc incidental to the enjoyment of a dwellinghouse) and Part 2, Class A (gates, fences, walls etc) and other small scale domestic developments such as electric charging points to be carried out by the owners of the property without requiring planning permission) pursuant to application 74/0065 for Conversion of oast house into single dwelling unit, erection of double garage and landscaping details as amended by additional plans received 11/07 and 07/08/74.

The Parish Council resolved not to comment on this application

ii) 23/501571/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 removal of glazed lobby on west elevation and installation of an internal raised floor.

The Parish Council resolved to object to this application

iii) 23/501390/FULL Hillside Cottage Sutton Valence Hill Sutton Valence Kent ME17 3AR Change of use of existing residential annex to office space for applicants' financial services business (Use Class Eci) including removal of glazed lobby on west elevation and installation of an internal raised floor.

The Parish Council resolved to object to this application.

12. Finance

I. Signatories on Unity Trust and Nationwide – Cllr M Flint added as signatory for Unity Bank

II. Authorisation of payments

III. Bank balances

Unity	53,547.88
Nationwide	8,161.70

IV. Income

The following items of income to be noted:

Allotment Holders	93.50	fees Bowhalls
Car Park	287.00	permits
Tennis Court	466.00	court Hire for 2022/2023

V. Expenditure

i. Ratified at this meeting:

Tailored Auto	13.20	Pension Admin
Hugo Fox	35.99	Website
Friends of RBL	50.00	Towards 100 th Anniversary Celebration Event
J Burnett	297.76	Previous Clerks back pay
XLN	121.65	Parish Mobile
Castle Water	1,063.06	Bowhalls
Lloyds Credit Charge	14.28	Microsoft, 11.28, fee 3.00

SUTTON VALENCE PARISH COUNCIL

Corona Energy	17.12	Pavilion
Drax	222.74	Street lighting
Fields in Trust	65.00	Annual Membership
KALC	60.00	Dynamic Cllr training
J Burnett	268.90	Clerk Assistance
Brooks Marquee	375.00	Deposit for Kings Coronation event
Staff Costs	1658.82	March
Legal & General	322.96	Staff Pension
ii. To be agreed at this meeting		
E Hull SLCC	236.00	Annual Membership
KALC	722.76	Annual Membership
Tim Cowen	19.99	Office Intercom and CCTV sign repairs
Paul Waring	8617.14	Yearly Grass Cutting & Maintenance
Unity	29.70	Service Charge
Unity	3.00	Handling Change
HMRC	522.25	PAYE
Cllr G Ward	121.19	Queens Canopy Oak Tree
Legal and General	210.08	Staff Pension

VI. Bank reconciliation - not available

VII. Performance against budget – not available

13. Recreation and Open Spaces

I. War Memorial Play Area and Field

i. Weekly Play area inspection - noted

ii. Yearly Play area inspection – noted

iii. To consider quote to repair vandalised play equipment

1/ Rope Bridge	Total cost	£ 693.45
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2/ Fixed Bridge	Total cost	£ 555.47
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The Parish Council resolved to go with the fixed bridge option at £555.47

iv. To consider venue request for new Artisan Market for the Weald of Kent

The Parish Council resolved to decline the request
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v. To consider Grounds Management Membership Renewal

II. Pavilion

i. Sale of the pavilion – update given

III. Car Park

i. to consider the possibility and options available to secure the Permit Car park – no update

VI. Harbour Play area and field

i. Weekly Play Area inspections – noted

iii Annual Play area inspections - noted

VII. Open Spaces

- i. Extension of Conservation Area ongoing
- ii. Platinum Meadow

- i. MBC tree initiative – no update

- iii. Tree Survey – no update

vi.2023-2024 Grass cutting and maintenance

The Parish Council resolved to approve the schedule

vii. Notice Boards

- i. to look into options available to replace the Notice Board on the Green

The Parish Council resolved to approve the removal and disposal of the notice board at a cost of £50.00 and for the Clerk to look into grant funding for a replacement

viii. Allotments

- i. Bowhalls – to consider vandalism prevention options – noted and to monitor.

14. Roads and Transport -

I. Roads

- i. Parish Council Road Network Task Group – information was circulated.
- ii. Fire hydrant initiative project – ongoing
- iii. Forthcoming works in Upper Street Leeds – Update was given

Meeting to be closed to members of the public

15. I. Human Resources

- i. Platinum Meadow boundary

The Parish Council resolved no action required

- ii. Advertise for a Cleaner – adverts have been placed on notice boards, website and newsletter
 - iii. Grounds maintenance

The Parish Council resolved no action required

16. Newsletter

- i. articles / reports to be added

The Parish Council resolved that the newsletter was ready for distribution

17. Police – 6 Crimes reported in February

18. 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

19. Agenda items for next meeting

20. Date of next meeting: 15/5/23

Meeting closed 21.26

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

DRAFT