

**SUTTON VALENCE PARISH COUNCIL**

Date:	Wednesday August 10th at 7.00pm
Venue:	Sutton Valence Village Hall
Present:	Cllrs: Eve Poulter (Chair), Lesley Flint, Giri Ramachandran, Derek Eagle Parish Clerk Emma Hull Cllr Wendy Young

Opening statement

The Chairman asked if anyone was recording – no recording took place

1. Apologies previously received from: Cllr Gary Ward was accepted. No apology received from Cllr 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. Membership of the following working groups were agreed
  - I. Pavilion refurbishment - Cllrs Poulter, Ward, and Ramachandran
  - II. Allotment - Cllr Ward
  - III. Climate Change - Cllrs Flint and Eagle
  - IV. Platinum Meadow - Cllrs Poulter and Ward
4. Staffing Committee

The Parish Council resolved to approve that Cllrs Ramachandran and Cllr Flint join Cllr Poulter and Cllr Ward on the Committee

5. Cllr Co-option Vacancy - noted
6. Resignation of Cllr C Dennard – MBC have been informed and notification has been placed on noticeboards and website
7. Minutes of the meeting held 13<sup>th</sup> July and 27<sup>th</sup> July were agreed, signed, and dated by the Chairman.
8. Matters Arising from the minutes not covered under other headings - none
9. Members Basic allowance scheme to be considered

The Parish Council resolved not to consider the allowance scheme

10. To consider the following policies / terms of reference / risk assessments
  - i. KALC Model Code of Conduct – all read and agree no changes happy with it – consensus

Action: Cllrs to read and send comments back to Chair

11. Boundary Commission Recommendation – update

Action Cllr Poulter and Cllr Young to meet with Ryan O’Connell

12. Quite Lanes and 20 is plenty – place on our HIP in hand and progress being made
13. Parish Council housing survey 27<sup>th</sup> June to 18 July – funded by KCC -Haven Farm being considered - Awaiting Response
14. Neighbourhood Plan to discuss the possibility of revisiting or not

The Parish Council resolved not to revisit at present

15. 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 meeting

16. KALC / NALC-

i. KALC AGM 25<sup>th</sup> July – *update from Cllr Poulter*

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17. Ward Cluster Meeting – 6<sup>th</sup> September – noted

18. Training –

Environment & Climate Change 28<sup>th</sup> July – to be rescheduled

19. Working Groups updates

i. Climate Change working group – update given

Action: Climate Change Working Group to produce A4 emissions poster

ii. Platinum Meadow Scheme – no update

iii. Allotment – no update

20. Planning: none

21. Sustainable Checklist

Action: To be produced and ratified at next meeting

22. To consider items for Parish Newsletter

Action: Chair to put together newsletter with items raised

Meeting to be closed to members of the public

23. Street Lighting Quotes – CIL Money

*This quote is 50 Products LED40W Lantern complete with Photocell*

*TUV-II40/BK/NEMA/4000K Grey finish complete with CMS Node*

*(Remote Management System)*

*unit price £299.98 20% VAT Net Subtotal £14,999.00*

*Net total £14,999.00 VAT £2,999.80 GBP Total £17,998.80*

The Parish Council resolved to go ahead with the quote

24. Finance

I. Authorisation of payments

II. Bank balances

Unity 74974.49 - noted

Nationwide 83177.67 - noted

III. Income

The following income was noted:

Allotment holders' deposits 150.00

Car park permit 48.00

East Sutton PC Room Hire 39.00

KCC Grant 1820.00

Nationwide 13.67 Interest

IV. Expenditure

i. Ratified at this meeting:

Drax 238.64

Drax 731.82

Hugo Fox 35.99

Tailored Auto 13.20 Pension admin

Staff Costs 236.20

XLN 98.76 Telephone

Castle Water 115.39 On account

Corona Energy 14.94

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Sutton Valence VH	346.34	Pavilion
Lloyds Credit charge	116.22	Microsoft 11.28, charges 3.00, Amazon 41.94 CCTV Signage, KALC Cllrs Conference L Flint 60.00

ii. Agreed at the meeting

J Burnett	34.00	Stamps
J Burnett	2.00	Bin bags
J Burnett	6.49	Password Book
S Velvick	210.00	Cleaning of outside toilet

V. Bank reconciliation to be approved - circulated

VI. Performance against budget to be approved - approved

25. Recreation and Open Spaces

I. War Memorial Play Area and Field

i. Weekly inspections - Graffiti on multi play roof.

Monthly inspection - five ratings at very low risk

ii. Annual Play area inspection completed – report to follow

iii. Tennis Courts – reported surface damage

Action: Clerk to arrange a meeting with the Tennis Club

II. Car park – missing links to barrier to be fixed

III. Pavilion

i. Sale of the pavilion

Action: Clerk to advertise the sale and placed in Newsletter

IV. Harbour Play area and field

i. Weekly inspections – graffiti on rota rocker

Monthly inspection - twelve ratings at moderate risk

Action: Clerk to investigate and organise repairs

ii. Annual Play area inspection – report to follow.

VII. Open Spaces

i. Extension of Conservation Area - ongoing

ii. Platinum Meadow

i. MBC tree initiative

Action: Clerk to arrange a meeting with James Wilderspin and Platinum Meadow Working Group regarding the tree planting project agreement

ii. Vehicular Gate – gate to be installed by the end of August

Action: Clerk to thank Lottie Parfitt-Reid for the KCC grant

iii. Fields in Trust – ongoing

iv. Green Canopy - ongoing

iii. Tree Survey ongoing – parish online to be used - ongoing

26. Roads and Transport

i. Roads – nothing to report

ii. Fire hydrant initiative project – ongoing

iii. Parking Survey in the Village

Action: Cllrs to carry out a survey

iv. Public transport – consultation

v. Damage to ragstone Footpath in the High Street – reported

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### 27. Allotments

#### i. Decision to permit CCTV/Wildlife Cameras –

The Parish Council resolved to add CCTV/Wildlife Cameras into allotment tenancy agreements

#### ii. Rialtas- allotment package

Action: To be carried over to the next meeting

### 28. Police

#### i. Crimes reported

### 29. 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

### 30. Agenda items for next meeting

Insurance Renewal

Remembrance Day Road Closure

Sustainable Checklist Policy

### 31. Date of next meeting: 14/9/22

Meeting closed 21.41

### 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