

SUTTON VALENCE PARISH COUNCIL

Date:	Tuesday 14 ^h May at 7.00pm
Venue:	Sutton Valence Village Hall
Present:	Cllrs: Mel Flint, Lesley Flint, Nicola Alsop, Alex Castle, Sally Annereau, Mike Gammon Parish Clerk: Emma Hull 1 Member of the public

The opening statement was read out by the Chairman.

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

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

Cllr Ziggy Trzebinski gave an update on Maidstone Borough Council matters.

Beat Officer Harry Greenfield attended and gave an update

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

One member of the public spoke in regards to planning application 24/501347FULL

1. Election of Chairman and Vice Chairman

I. Cllr Annereau proposed Cllr M Flint as Chairman, this was seconded by Cllr Castle and agreed by all. Cllr M Flint accepted

II. Cllr Castle proposed Cllr Gammon as Vice Chairman, this was seconded by Cllr Annereau and agreed by all. Cllr Gammon accepted.

I. Declaration of acceptance were signed by Cllrs M Flint and Cllr Gammon

2. Apologies for absence – Apologies from Cllr Dawber were noted and accepted, it was noted that Cllr Gammon would be late attending

3. Declaration of Lobbying – Cllr Gammon 20.1

I. Declaration of Changes to the Register of Interests – none

II. Declaration of Interest in items on the Agenda - Cllr Gammon 22. II

III. Requests for Dispensation – none

4. Election of representatives to outside bodies were agreed

I. C.A.B. – Cllr Annereau

II. Village Hall – Cllr L Flint

III. KALC – Cllr M Flint

IV. JPG – await confirmation to if this group is to be reformed

V. Police – Cllrs L Flint and Cllr Alsop

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5. Declaration of Pecuniary Interest Forms were completed by Cllrs M & L Flint, Gammon, Annereau, Castle, Alsop and Dawber
6. To resolve to accept the General Power of Competence
It was resolved that in accordance with the Parish Councils general power of competence (prescribed conditions) order 2012 the parish council meets the conditions set out to exercise the general power of competence
7. Committees Membership of the Staffing and Events (jubilee) Committee were agreed upon
 - I. Staffing Committee

The Parish Council resolved Cllrs M Flint, L Flint and Annereau

 - II Events Committee

The Parish Council resolved Cllrs Alsop, Dawber and M Flint, to carry over to next meeting for Cllr Dawber to agree

8. Membership of the following working groups were agreed upon:
 - I. Climate Change

The Parish Council resolved Cllrs L Flint, Dawber and Annereau, to carry over to next meeting for Cllr Dawber to agree
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 - II. Communications

The Parish Council resolved Cllrs Gammon, M Flint and Annereau to carry over to next meeting for Cllr Dawber to agree

 - III. Open Spaces (Including Allotment and Platinum Meadow)

The Parish Council resolved Cllrs Alsop, Castle, Annereau and Dawber, to carry over to next meeting for Cllr Dawber to agree
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9. Cllr Co-option Vacancies – two vacancies to be filled
10. Timetable of policy reviews to be agreed –

The Parish Council resolved for two policies to be agreed per meeting

11. The following Risk Assessments were reviewed and approved
 - I. Commemoration – approved
 - II. Distribution (newsletter/leaflets) – approved
 - III. Event – to carry over to another meeting
 - IV. Playing field – to carry over to another meeting
 - V. Allotment – to carry over to another meeting
12. Minutes of the meeting held 10th April 2024 - an amended was made and agreed, to be signed at the meeting in June
13. To consider revisiting the neighbourhood plan or not – it was decided to leave revisiting for now
14. KALC AGM Clerk to send apologies
15. Training – Dynamic Cllr

The Parish Council resolved for Cllrs Castle, Annereau and Gammon to undertake training

16. Update from meeting with Fernham Homes – update given
17. To consider grant application received from Sutton Valence Youth Club –

The Parish Council resolved to agree the grant application of £500.00, The Clerk to forward on any funding opportunities that may be of interest to the club
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18. To consider voluntary support from HMP East Sutton Park Community Project Working Group-

The Parish Council resolved to agree to volunteer support

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19. Annual Parish Assembly – To review the 2024 meeting and options for 2025

The Parish Council resolved for the Communications Working Group to review and to work on the format for 2025

20. Planning –

Recommendation was made on

- i) 24/501347FULL Land to the R/O 1 Warmlake Cottages Warmlake Road, Sutton Valence Kent
Erection of detached dwelling, associated parking and access

The Parish Council resolved to object and to go to committee

The following recommendation was ratified

- ii) 24/501167/FULL Stallance Views, Rectory Lane, Sutton Valence, Maidstone, Kent ME17 3BT
Removal of front porch, erection of a part two storey side and part first floor extension including retention of curtilage listed wall, insertion of roof lights and changes to fenestration.

The Parish Council ratified no objection to this application

To consider the following notification of appeal lodged with the Planning Inspectorate

- iii) Proposal: Planning application for a phased residential development comprising (1) Application for full planning permission for the demolition of existing garage, part demolition of the existing dwelling, and creation of a new access to serve the existing dwelling along with landscaping and parking and (2) Application for full planning permission for Erection of a detached 4-bedroom self-build dwelling with associated access, amenity space, landscaping and parking.

Location: East West Chartway Street Sutton Valence

21. Finance

- I. Authorisation of payments
- II. Bank Balances
- III. Income carried over to the next meeting
- IV. Expenditure
 - i. To be Ratified at this meeting carried over to the next meeting
 - ii Was agreed at this meeting:

KALC	772.72		Subscription
D Hunt	24.00		Postcrete for fixing post at Harbour Allotment
Dignet	225.11		Copier charges
Hugofox	35.99		Website
Lesley	15.17		Sundries
Lionel	140.00		Internal Audit

- V. Bank Reconciliation
- VI. Approval of the use of a variable direct debit for utilities and staff costs to be renewed by resolution of the council

Was renewed by resolution of the Council

- VII. Internal Financial Controls to review, update and approve as required

The Parish Council resolved to approve the risk assessment

- VIII. Internal Audit – took place on 18th April

The Parish Council resolved to approve and accept the report

XI. External Audit

The Parish Council noted that MAZARS were appointed as the external auditor

22. Recreation and Open Spaces

I. War Memorial Play Area and field

- i. Weekly inspections nothing to report
- ii. Yearly inspections
- iii. Tennis Agreement – update

ACTION The Clerk to arrange a meeting with the Tennis Club

iv. To consider removal of a temporary fence and reseeding area near goalpost

The Parish Council agreed for the fence to be removed

v. To consider request for a memorial garden

The Parish Council resolved to agree to a memorial garden

vi. To consider options other than painting yellow lines outside village hall

Action The Clerk to investigate other suitable options until lines can be painted

II. To consider options to secure the permit carpark – no update, to carry over to another meeting

III. Harbour Play Area and field

- i. Weekly inspection
- ii. Yearly inspection

IV. Open Spaces

- i. Tree Survey -Tree works taking place 22nd May at Bowhalls & War Memorial Playing field
- ii. Platinum Meadow – Update from Medway Countryside maintenance visit

Action The Clerk to contact James Wilderspin MBC in regards to mowing of grass

V. Notice board (Warmlake) – installation quotes to be considered

The Parish Council resolved to go with quote two £240.00

23. Roads and Transport

I. Roads

- i. To consider setting up a traffic/ road working group
- ii. 20 is plenty
- iii. Highways Improvement Plan (HIP) – Update given
- iii. Speedwatch Training – no update

II. Public Transport

24. Police 8 crimes reported in March

25. Correspondence

26. Village Hall – items to be raised by PC representative - none

27. Agenda items for next meeting

- To consider plaque request for Oak Tees situated at The War Memorial Playing Field
- To consider repair works to steps at Tumbes Hill / Bowhalls

28. Date of next meeting 12th June

Meeting Closed 10.00

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

DRAFT