

SUTTON VALENCE PARISH COUNCIL

Date:	Thursday 6 th February 2020 at 7pm
Venue:	Committee Room, Sutton Valence Village Hall
Present:	Cllrs: Eve Poulter (Chair), Gary Ward, Lorraine Cook, Derek Eagle, Carole Hunt, Peter Murray, Tina Oakley and Maurice Stancombe Parish Clerk: Janet Burnett One member of the public

A prayer preceded the meeting

The Chairman asked if anyone was recording

Submission from Public, Police, Community Support Warden, County or Borough Councillors

- 1 No apologies for absence previously received
- 2 Declaration of lobbying – none
 - I. Declaration of Changes to the Register of Interests – Carole Hunt 19.4
 - II. Declaration of Interest in items on the Agenda – none
 - III. Requests for Dispensation - none
3. Minutes of the meetings held 16th January 2020 were agreed and signed.
4. No matters arising from the minutes not covered under other headings
5. Financial Regulations to be forwarded during the month
6. General Powers of Competence Cllrs were asked to look at this during the previous month

To be carried forward – Clerk to circulate during the month

7. Death of a senior royal protocol - Clerk has circulated the Policy during the month.

The Parish Council resolved to approve this policy

8. Policies to be reviewed:
 - I. Password policy to be carried forward
 - II. Grant policy circulated

The Parish Council resolved to approve this policy

9. KCC Military Events calendar - VE Day celebrations

The Parish Council resolved that due to lack of volunteers Sutton Valence Parish Council are not able to organise an event for VE day.

10. Rural Coffee Morning to go ahead. Dates to be forwarded.
11. Accounting Software – ongoing
12. Office Door – completed
13. KALC / NALC
 - I. Next KALC Maidstone meeting 17/2/2020
14. Website – Ongoing
15. Data Protection
 - I. Cloud document share – Share point £9.40 per month for the Clerk and £3.80 per month for Councillors.
- Action: Clerk to look at this for multiple users**

 - II. Impact assessment - Clerk to do and circulate.
16. Local Development Framework
 - I. Correspondence
 - II. Local Plan review
 - III. Neighbourhood Plan

17. Planning

I. Recommendation to be made on the following:

20/500219/LBC Sutton Valence School North Street ME17 3HN. Listed Building Consent for internal alterations and refurbishments including: Insertion of suspended ceiling raft and restoration of terrazzo flooring to ground floor corridor spaces; Insertion of male and female WCs in centre block adjacent to the theatre; Enlarging of openings to ground floor common rooms; Removal of bedroom partitions to first and second floor dormitories; Refurbishment of pupil shower rooms; Conversion of part of attic spaces to dormitories including new rooflights.

The Parish Council resolved not to comment on this application

20/500218/FULL Sutton Valence School North Street ME17 3HN Internal alterations and refurbishments including: Insertion of suspended ceiling raft and restoration of terrazzo flooring to ground floor corridor spaces; Insertion of male and female WCs in centre block adjacent to the theatre; Enlarging of openings to ground floor common rooms; Removal of bedroom partitions to first and second floor dormitories; Refurbishment of pupil shower rooms; Conversion of part of attic spaces to dormitories including new rooflights.

The Parish Council resolved not to comment on this application

19/506070/REM Wind Chimes Chartway Street ME17 3JA Approval of Reserved Matters for the erection of 9no. detached residential dwellings (layout, scale, landscaping and appearance being sought, with access already approved as part of the earlier outline approval) following 15/507493/OUT (allowed on appeal APP/U2235/W/16/3145575). (Resubmission of 19/504293/REM).

The Parish Council resolved to refuse this application and are prepared to go to Committee. the issues that the Parish Council still have are:

- 1. The issue of the external landscaping that abuts the A274 and Chartway Street has still not been addressed. More specifically ownership and maintenance. On the plans it states that it is a public verge, this is not the case it is within the boundary of the application. There needs to be a condition placed on this development that covers the landscape maintenance.**
- 2. The Parish Council would like to see condition that the tree/hedge line should be retained in perpetuity to ensure the current street scene of North St and Chartway Street is maintained.**
- 3. The Parish Council believe that the dropped kerb at the existing access point should be removed.**
- 4. The Parish Council is concerned that the public verge and fencing does not continue on the East side of plot 3.**

18. Finance

- I. Correspondence**
- II. Change of signatures – Cllrs Hunt and Ward almost complete. Cllrs Oakley and Murray to complete form**
- III. Authorisation of payments – Cllrs Cook and Poulter**
- IV. Bank Balances**

Unity	24999.91
Nationwide	67991.43
- V. The following items of income were noted:**

ESPC	39.00	Rent
Allotment	24.00	Rent
Car Park	192.00	Permits
Nationwide	34.63	Interest

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VI. Expenditure

The following payments were ratified:

ICO	35.00	Data protection
J Burnett	1634.63	Salary January
Legal and general	108.48	Pension
British Gas	20.10	Pavilion
Tailored Wealth	13.20	Pension
XLN	73.13	Telephone

The following payments were agreed:

Village Hall	354.67	Rent February 2020 + fire ext check
HMRC	550.43	Paye month 10
Haven Power	261.18	January street light power
J Burnett	41.35	Big Question postage
Acorn Glass Ltd	1476.00	Office door
IOS Ltd	331.07	Copier charges
IOS Ltd	45.52	Copier Charges
ACRK	80.00	Subscription
MSC	60.00	Laptop issues
Play Inspections	270.00	Play Inspections
Mainline	210.00	Car park barrier
S Velvick	220.00	Pavilion and toilet cleaning
Prime One	346.92	Street Lighting Jan and Feb
Outdoorsy Ltd	720.00	War Mem play area reps

VII. Bank Reconciliation approved.

VIII. Performance against budget approved with **overspend approved to come from contingency**

19. Recreation

I. War Memorial Play Area and Field

TPO on Oak trees around play field requested reference - DIG120478041

i. Weekly inspection – nothing to report

Monthly report – fence posts rotten at bottom.

New Barrier – in place

II. Car Park

i. New solar light trial - ongoing

III. Football - Senacre has folded Clerk has offered pitch to Marden veterans

The Parish Council resolved to ratify this decision

Pavilion - EICR report received. This report recorded a failure, nothing related to the pavilion building but because of the condition of the supply box at the rear of the Village Hall – ongoing

IV. Tennis – report received and circulated.

Action: Clerk to obtain quotes to sweep, clean and remark the court. Report to go to Tennis club

V. Harbour Play area and field

Clerk met with representative re trees for The Harbour. They need to be planted sometime in January – work party needed and the access to the tree line needs to be cleared on 11/2, Cllr Ward has offered to do this.

Action: Planting to take place on 16/2.

Weekly inspection – nothing to report

Monthly report – nothing to report

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I. Open Spaces

- i. TPO on trees adjacent to footpath - precautionary TPO has been progressed.
- ii. Extension of Conservation Area – Ongoing
- iii. Trees outside of Village Hall - almost completed. Cllr Ward to report on next step.

Action: Work party to clear and spread chippings on 1/3/

II. Public Rights of Way

20. **Roads and Transport including lighting CHARTWAY STREET**

I. Various maintenance issues reported

II. Public Transport –

Clerk has been copied into an email from a parishioner to KCC regarding the school children that are getting off of the bus in Chartway Street and having to cross the A274 at Warmlake Crossroads. Clerk has raised this with KCC transport.

East of Maidstone Transport Group meeting held 20/1/2020.

Bus stops by the Village Hall – Ongoing.

III. Lighting - Requested that the Clerk obtain 3 quotes on a total upgrade and look into a Public Works Loan.

21. **Sub-Committees and Working Groups**

Allotments

22. **Police**

Crime figures

December 2019 – 9

23. **Correspondence**

I. Requiring action / response

Heart of Kent Hospice – request for donation. Last year 24 parishioners used their services

The Parish Council resolved that a donation of £50.00 be donated under section 137 power

CPRE – request for donation towards brown field first policy of £100.00

The Parish Council resolved that the request be refused

email from S V Primary School regarding a grant towards solar panels on the roof of the School

The Parish Council resolved that this was against the terms of the grant making policy

24. **Village Hall – Cllrs Poulter and Hunt reported on recent meeting.**

Action: Future of the management committee to be placed on the next agenda

25. **Jubilee**

26. **Toilets** – Work needs to be completed on the toilet; electric quote received for £180.00 - ongoing

27. **Agenda items for next meeting**

28. **Date of next meeting: 12/3/20**

Meeting closed: 21.36

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

JPG – Joint Parishes Group

PSS – Parish Service Scheme

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