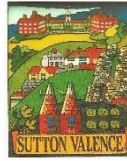


SUTTON VALENCE PARISH COUNCIL

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The Parish Office
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Kent ME17 3HS

SUTTON VALENCE PARISH COUNCIL MINUTES

Date:
Venue:

Wednesday 13th August at 7.00pm
Committee Room, Sutton Valence Village Hall

Minutes taken by Cllr Sally Annereau

- 1 person attended in their capacity as a parishioner, allotment holder and as a representative of Playspaces
- 2 representatives of Goldings Homes were in attendance
- KCC Cllr Brian Black was also in attendance

Opening Statement The Chairman to ask if anyone is recording

No recording took place

Submissions from County or Borough Councilors

KCC Cllr Brian Black gave updates

Questions and comments are invited from members of the public (limited to 15 minutes in total a maximum of 3 minutes per person) This is now when the public can ask questions, the Chairman may decide to refer any matters raised for further consideration.

70/25 To record those present and list any apologies

Apologies received – K. Atkinson

Cllrs Gammon, Annereau, L. Castle, A. Castle, Flint, Walker and D. Atkinson present.

71/25 To Declare any Disclosable Pecuniary Interests (DPI), other significant Interests (OSI's) or a Voluntary Interest relating to items on the agenda

None declared

72/25 To note and agree the Minutes of the previous meeting as follows

- A) Minutes of 9th July 2025 - agreed and signed by Cllr Gammon
- B) Minutes of extraordinary meeting on 24th July 2025 - agreed and signed by Cllr Gammon.

73/25 Reports and Updates

- A) **Village Hall** – Cllr Walker provided an update on i) village hall closure on 18 August 2025, to allow for redecoration and ii) VH hire costs to be held for the year ahead, due to solar energy costs savings.
- B) **Permit Car Park** – Cllr Gammon provided an update on a further number plate theft. The councilors agreed a general advisory response with affected vehicle owners on reporting thefts to the police and on precautions to secure number plates.
- C) **Public Toilet** – Cllr A. Castle provided an update that no quotes for contract cleaning of the public toilet had been received. Cllr D. Atkinson is in touch with a local electrician. Cllr Annereau researching a new seat to fit the specific toilet bowl.
- D) **Comms Group** – Cllr Flint provided a draft newsletter page plan. The Cllrs discussed the content and layout and agreed the allocation of responsibilities for drafting of content.
- E) **HR Committee** – Update provided by Cllr L. Castle
- F) **Football Agreements** – Cllr Gammon confirmed that the Agreements have been signed and initial payment received.
- G) **Platinum Meadow (Volunteer day)** – Cllr A. Castle provided an update. MBC are coordinating publicity for the volunteer day on Aug 29th. Cllr A. Castle will forward details of the MBC arrangements for the volunteer day when these are available.
- H) **Grass and Vegetation Maintenance** – Cllrs discussed the need for land clearance in front of the Queens Head falling under the responsibility of KCC. Cllr Black indicated KCC grant funding may be available for KCC to pay (direct) contractors that the PC source to clear the KCC land.

PC to source contractors.
- I) **KALC Meeting** – Cllr A. Castle had previously circulated a minute of the KALC meeting and provided a brief overview of the main points of discussion.

74/25 To consider local marketing proposal from Golding Homes for shared ownership homes in the Harbour.

Representatives from Golding Homes updated the PC on the ongoing development of 3 affordable shared ownership homes in the Harbor. It is a planning condition of the development that the properties are marketed exclusively to Sutton Valence residents for a period of 4 weeks before general release to the wider public. Golding Homes briefed the PC

on their initial plans for marketing via social media, targeted social media advertising, a leaflet drop and signage at the development.

Other options for making parishioners aware were discussed and proposed by the PC to Golding Homes. Golding Homes confirmed they would share the date for the release of the properties for local interest in advance to the PC. This will be happen once Golding Homes have finalised the marketing material.

75/25 To consider course of action for replacing the tower area in the War Memorial Field area.

A representative of Playspaces shared information with the PC on different options for replacement of the tower area within the playground. It was suggested that a straightforward Tower may now be seen as old fashioned and that an approach to gather feedback on what children might now like to see as a replacement may be helpful.

The PC discussed options for getting feedback. Cllr A.Castle noted that it may be worth establishing what playground equipment was to be installed as part of the Haven Farm development to avoid duplication.

Cllr Annereau to (i) check what Haven Farm plans say about playground equipment and (ii) speak with local parents on the best approach to school/school children engagement.

76/25 To consider parishioner proposal regarding allotment maintenance and viewing processes

A parishioner has offered to support viewings for Bowhalls vacant plots and to survey the condition and usage of plots, the state of footpaths and the entire area for progression and maintenance. Cllr Annereau suggested an approach to avoid conflicts of interest in the case of more formal PC inspections and with formalising policies. The importance of allotment holder list maintenance was discussed and agreed by the PC.

Cllr Flint to share an anonymised plot plan with the parishioner and Cllr Annereau to provide support as needed on site survey issues and to update the PC on Allotment Society membership costs. Cllr L. Castle to investigate the current plots that are let and/or vacant with the clerk, with a view to updating the plan.

77/25 To consider requirements for ongoing insurance cover

The PC discussed the importance of i) checking current policy asset values with a view to considering if these need amending, ii) ensuring that the old Pavillion is no longer covered by the policy going forward and iii) clarifying whether key person cover is available. Cllr Annereau to complete the insurance questionnaire for review by the PC.

78/25 To consider making an application for a Parish Bus Stop Shelter Grant (PBSSG)

Cllr A. Castle to approach KALC to check if shelters in the Parish are a PC or KCC responsibility before the PC undertake any survey of shelters relevant to considering an application.

79/25 To consider grant application from Air Ambulance Charity Kent, Sussex, Surrey (KSS)

The Council voted to approve a grant of £500.

The Council also agreed to set a pre-agreed budget and process for grant applications generally. Cllr A. Castle to look at the current policy and to circulate to the PC for review ahead of the next meeting.

80/25 To decide if the parish council wish to comment on the proposed modification to the Definitive Map of Public Rights of Way

The Council voted to support this proposed modification.

81/25 Planning

Submission of details pursuant to condition 5 (heat pump details) subject to application 24/500643/FULL

Braye House North Street Sutton Valence Kent ME17 3HT

Ref. No: 25/502737/SUB

Parish council voted No Comment on this application

Approval of reserved matters (scale, layout, appearance and landscaping being sought for Phases 2-10) for the erection of 9no. self/custom build dwelling (each dwelling has its own application ref)

Land Adjacent To Wind Chimes Chartway Street Sutton Valence Kent ME17 3JA

Ref Nos: 25/502852/REM – Phase 10

25/502851/REM – Phase 8

25/502850/REM – Phase 7

25/502822/REM – Phase 2

25/502823/REM – Phase 3

25/502824/REM – Phase 4

25/502827/REM – Phase 9

25/502825/REM – Phase 5

25/502826/REM – Phase 6

Parish council voted To Object to these applications

Lawful Development Certificate (Existing) Erection of polytunnels.

Land North Of Chartway Street Sutton Valence Kent

Ref No: 25/502900/LDCEX

Parish Council voted No Comment on this application

Change of use of land for over-winter storage and limited occupation of 35no. additional agricultural workers caravans.

Oakdene Farm Leeds Road Sutton Valence Kent ME17 3LT

Ref No: 25/503067/FULL

Parish Council voted No Comment on this application

**Submission of details pursuant to condition 11- (Bat Lighting) subject to 22/503934/FULL
Land At The Harbour Sutton Valence Kent ME17 3AB
Ref: 25/503232/SUB**

Parish Council voted No Comment on this application

68/25 Finance

- A) Invoices (to consider/agree/ratify)
The following invoices were agreed and are to be ratified at the next meeting.

Petron Welding	£585
Steadfast Cleaning	£72.00
Hugo Fox	£35.99
Paul Waring	£1560.60

- B) Bank Balances - Circulated , agreed and to be signed at the next meeting
C) Income – Circulated, agreed and to be signed at the next meeting
D) Expenditure – Circulated, agreed and to be signed at the next meeting
E) Bank Reconciliation – Circulated, agreed and to be signed at the next meeting

70/25 Date of next meeting

Wednesday 10th September 2025