

# SUTTON VALENCE PARISH COUNCIL



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*From the Clerk:*

Mrs Emma Hull  
The Parish Office  
Sutton Valence Village Hall  
Sutton Valence  
Maidstone  
Kent ME17 3HS

Notice is hereby given of a meeting of the Parish Council to be held in the Committee Room at the Village Hall on Wednesday 10th April 2024 at 7:00pm when the following business is proposed to be transacted:

Opening Statement The Chairman to ask if anyone is recording  
Submissions from Police, Community Support Warden, County or Borough Councillors  
Questions and comments are invited 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.

1. Apologies for absence
2. Declaration of Lobbying
  - I. Declaration of Changes to the Register of Interests
  - II. Declaration of Interest in items on the Agenda
  - III. Requests for Dispensation
3. Minutes of the meeting held on 20th March 2024 to be agreed and signed
4. Matters arising from the minutes not covered under other headings
5. To receive reports from
  - i) County and Borough Councillors
6. Working Group / Committee - to consider recommendations
  - i) Climate Change
  - ii) Communications
  - iii) Events - including 80<sup>th</sup> D Day Anniversary
7. KALC / NALC
  - i) Maidstone KALC AGM Monday, 3 June 2024
8. Arrangements for Annual Parish Assembly 8<sup>th</sup> May
9. Community Emergency Plan – to consider findings
10. To agree a date for the next meeting with Fernham Homes
11. To consider the grant application received from Sutton Valence Youth Club
12. To note the Adoption of the Maidstone Borough Local Plan Review
13. Planning –
  - I) Recommendation to be made on  
24/500643/FULL Braye House North Street Sutton Valence Kent ME17 3HT  
Remodelling of conservatory, including alterations to windows and doors, insertion of light lantern and glass balustrade to roof. Part conversion of garage into habitable space with external alterations. Conversion of loft into habitable space with insertion of solar panels, rear dormer, front and rear rooflights. Erection of a new boundary fence. Installation of Air Source Heat Pump and Air Conditioning Units.

14. Finance
  - I. Signatories on Unity and Nationwide
  - II. Authorisation of payments
  - III. Bank Balances
  - IV. Income
  - V. Expenditure
  - VI. Bank Reconciliation
  - VII. Internal audit
  - VIII. External audit
15. Recreation and Open Spaces
  - I. War Memorial Play Area and field
    - i. Weekly playground inspection
    - ii. Yearly playground inspection
    - iii. To consider future opportunities following the demolition of the pavilion, including the return of adult football and methods of community engagement
    - iv. Tennis Agreement
    - v. Permit Car Park
  - II. Harbour Play Area and field
    - i. Weekly playground inspection
    - ii. Yearly playground inspection
  - V. Open Spaces
    - i. Tree Survey - update
    - ii. Platinum Meadow – update
    - iii. Community Litter pick –date to be confirmed
    - iv. Street lighting – update on LED
    - v. 2024/2025 Grass Cutting and Maintenance schedule to be approved
    - vi. To consider replacing the picnic table and bench at Bowhalls
16. 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
    - iv. Speed Watch Training – update
  - II. Public Transport
17. To consider outsourcing the printing of the Parish Newsletter
18. Allotment – update
19. Parish online
  - i. location of parish trees to be added
20. Police
21. Village Hall –items to be raised by PC Representative
22. Agenda items for next meeting
23. Date of next meeting in May to be agreed  
Emma Hull – Clerk to the Council 4/4/24

*Emma*