

SUTTON VALENCE PARISH COUNCIL

Date:	Wednesday 10 th January at 7.00pm
Venue:	Sutton Valence Village Hall
Present:	Cllrs: Mel Flint, Lesley Flint, Nicola Alsop, Mike Gammon, Derek Eagle, Alex Castle Sally Annereau Parish Clerk: Emma Hull Cllr M Fitzgerald MBE from Chart Sutton PC and one member of the public

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 –

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.

Cllr Mike Fitzgerald MBE from Chart Sutton Parish Council spoke regarding the 80th Anniversary of D Day Event

1. Apologies for absence – from Cllr M Dawber were noted and accepted
2. Declaration of Lobbying – none
 - I. Declaration of Changes to the Register of Interests – none
 - II. Declaration of Interest in items on the Agenda - Cllr Eagle item 6
 - III. Requests for Dispensation - none
3. Minutes of the meeting held 13th December were agreed, signed and dated by the Chairman
4. Matters arising from the minutes not covered under other headings – none
5. To receive reports from
 - i) County and Borough Councillors – no updates received
6. SV Post Office – update given, no decisions made
7. To consider the request to reinstate the parish coffee mornings

The Parish Council resolved to reinstate the coffee mornings to co-inside with other future events

Meeting Closed to Public and press for item 8

- i) Human Resources – to agree cleaner salary

The Parish Council resolved to approve the cleaners salary

- ii) To consider tree survey quote

The Parish Council resolved to agree the quote

8. Planning – to ratify the recommendation on the following application
 - i) 23/505556/FULL 2 Greensand Meadow Sutton Valence Maidstone Kent ME17 3FP
Partial garage conversion into a habitable space and change to rear fenestration.

The Parish Council ratified no comment on this application

SUTTON VALENCE PARISH COUNCIL

9. Finance

I. Signatories on Unity and Nationwide

The Parish Council resolved to add Cllrs M & L Flint, S Annereau, M Gammon to Nationwide

II. Authorisation of Payments

III. Bank Balances

Unity £59,105.67 - noted

Nationwide £84,719.63 – noted

IV. Income

The following income was noted

December income

East Sutton Parish Council	39.00	Room Rent November
Car Park	144.00	Permits
MBC	2,376.43	SSGRANT2nd.23/24
Car Park	15.00	Donation
Allotment	774.50	Fees
Nationwide	152.63	Interest November

January income

Allotment	170.00	Fees
East Sutton Parish Council	39.00	Room Rent December
MPE Football Club	300.00	2 nd instalment of pitch fee
Nationwide	158.00	Interest December

V. Expenditure

i. Ratified at this meeting- December expenditure

C Bruce	271.25	Cleaning of Public toilet
E Hull	1659.02	Clerks salary
HMRC	522.05	PAYE
Tailored Auto	13.20	Pension Admin
Prime One Maintenance	1,040.76	LED Street Lights
Wallgate	507.16	Toilet care plan
Hugofox	35.99	Website Oct
E Hull	4.09	Sundries
T Cowen	20.00	bolt fixing
Daisy	111.43	Parish Phone
Lloyds	217.77	Microsoft 12.36, rapid Electronics padlock 42.41, MBC Planning Fee 160.00
Corona	16.40	Pavilion
Castle Water	10.55	Harbour Allotments
Drax	246.59	Street Lights
Gallagher	84.00	Insurance for temporary matting
E Hull	1,658.82	Salary
HMRC	522.05	PAYE
Kent Demolition	17,280.00	Pavilion

SUTTON VALENCE PARISH COUNCIL

Ratified at this meeting - January expenditure

Tailored Auto	13.30	Pension Admin
C Bruce	262.25	Cleaning of Toilet
XLN	111.96	Parish Phone
J Burnett	85.50	Clerk Assistance
Wicksteed	316.80	Yearly Playground inspections
Corona	18.44	Pavilion
Lloyds	87.50	Microsoft 365 12.36, Morrisons copier paper 9.50, Co-op sundries 3.85, Direct Hygiene toilet rolls and dispenser 58.79 Lloyds card charges 3.00
Drax	238.64	Street lighting
Legal & General	210.08	Pension
Hugofox	35.99	Website
Castle Water	8.08	Harbour Allotments
E Hull	6.09	Postage
Legal and General	210.08	Pension

E Hull	1,659.02	Clerks salary
HMRC	522.25	PAYE
FGS Organics	1,488.00	Plastic matting hire v
Dignet Solutions	248.10	Copier charges
Unity	2.40	Charges
Unity	30.90	Charges

ii Agreed at this meeting:

Royal British Legion	25.00	Wreath
SVVH	1,145.49	Room Hire
E Hull	3.85	Sundries

- VI. Bank Reconciliation to be approved - circulated
- VII. Performance against budget to be approved – circulated
- VIII. 2024/2025 Budget to be approved
- IX. Precept to be set

The Parish Council resolved for the Clerk to arrange a separate meeting for items 10 VIII and IX

10. Recreation and Open Spaces

- I. War Memorial Play Area and Field
 - i. Weekly Play area Inspections - noted
 - ii. Yearly Play area inspection
- II. Harbour Play area and field
 - i. Weekly Play area inspections – noted
 - ii. Yearly Play area inspection

- V. Open Spaces
 - i. Tree Survey – update given
 - ii. Platinum Meadow –no update
 - iii. Noticeboards – Clerk obtaining quotes / grants and relocation of PO notice board
- 11. Roads and Transport
 - I. Roads
 - i. To consider setting up a traffic / road working group
 - ii). 20 is plenty
 - iii. To finalise Highways Improvement Plan (HIP) – update ongoing
 - iv. Speed Watch Training –no update
 - II. Public Transport
- 12. Allotment – update The Clerk to arrange viewings of vacant plots
- 13. Parish online
 - i. Location of parish trees to be added
- 14. Police
- 15. Village Hall – items to be raised by PC representative -
- 16. Agenda items for next meeting
- 17. Date of next meeting 14th February 2024

Meeting Closed 21.45

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