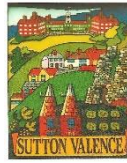


# SUTTON VALENCE PARISH COUNCIL



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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 14<sup>th</sup> August 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. Cllr Co-option Vacancies
4. Policies to be reviewed / agreed
  - i. NALC model financial regulations
5. Minutes of the meetings held 14th May, 12th June 2024 and 10th July to be agreed and signed
6. Training – Cllrs to report back
  - i. Charing council and public meetings effectively – 18<sup>th</sup> July
  - ii. Nuts and Bolts – 22<sup>nd</sup> July
7. Ward Cluster Meeting 16<sup>th</sup> July - Cllr to report back
8. Meeting with MBC Cllrs - to agree items for discussion
9. Consultations
  - i. MBC Local Cycling & Walking Infrastructure Plan (LCWIP)
  - ii. MBC Community Safety Survey
  - iii. KCC Local Transport Plan 5 - Striking the Balance Public
10. To consider and agree recommendations from Committee/Working Groups
  - I) Event Committee (Jubilee)
    - i To consider holding a Free boot fair event
    - ii To consider holding Carols on the green
  - II) Working Groups
    - i Communications
      - i)To agree newsletter content and distribution
      - ii) To consider quote for plastic boxes for noticeboards
      - iii) To agree website layout
    - ii Climate Change, Open Spaces
    - iii Memorial Garden

11.To consider grant request from We are Beams

12. Planning

Recommendations to be made on

- i. 24/503000/LBC Hillside House Sutton Valence Hill Sutton Valence Kent  
ME17 3AR Listed Building Consent for the installation of 6no. replacement windows.
- ii.24/502999/FULL Hillside House Sutton Valence Hill Sutton Valence Kent  
ME17 3AR Installation of 6no. replacement windows.
- iii. 24/503191/FULL Kantara Headcorn Road Sutton Valence Kent ME17 3EL  
Erection of a replacement self-build dwelling with link attached annex and associated parking.  
Demolition of existing dwelling, gazebo and annex building. Erection of an additional self-build dwelling with detached single garage and associated parking.
- iv. 24/503216/FULL Ivaron House Maidstone Road Sutton Valence Kent ME17 3LS  
Conversion and extension of existing outbuilding to create a self contained annexe ancillary to main dwelling.

13.Shop Signage

To note that, following complaints regarding the signage at the new barbers shop, Maidstone Borough Council has confirmed there is no breach of planning consent. To agree what action, if any, the parish council wishes to take

14. To note the asset register

15. Finance

- I. Authorisation of payments
- II. Bank Balances
- III. Income
- IV. Expenditure
- V. Bank Reconciliation
- VI. To review printer and phone contracts

Meeting to be closed to members of the public for item 16

16. Clerk Assistance

- i. To agree hours and salary for assistance to the Clerk

17.Recreation and Open Spaces

- I. War Memorial Play Area and field
  - i. Weekly inspections – update
  - ii. Yearly inspections
- II. Village Hall Car Park
  - i. To consider gully / drain repairs
  - ii. To consider request from Hockey Club
  - iii. To consider wooden bollard repairs
- III. Village Hall
  - i.To consider repairs and repointing of pathway
  - ii. CCTV signage - information to be added
- IV. Permit Car Park
  - i.To consider options to secure the permit car park
  - ii. Car park permit process
- V. Harbour Play Area and field
  - i. Weekly inspection - update
  - ii. Yearly inspection

## VI. Open Spaces

- i. Platinum Meadow – Update
- ii. Trees audit – update
- iii. To consider the location request of a memorial bench
- iv. Allotment – update
- v. To consider options for possible removal of ragwort
- vi. Spring / well repairs - update
- vii. Damage to Bollard Lower Road - update
- viii. Memorial bench repairs Chart Road
- ix. To consider request for more streetlighting in South Lane
- x. Bin request for bus stop Headcorn Road – update

## 18. Roads and Transport

### I. Roads

- i. To Consider setting up a traffic / road working group
- ii. 20 is plenty
- iii. Highways Improvement Plan (HIP) – Warmlake signage - update
- iv. To consider using CIL money to purchase a Speed Indicator Service Scheme (SIDS)
- v. Speed Watch – update
- vi. Remembrance Service – update

### II. Public Transport

19. Police
20. Correspondence
21. Village Hall – items to be raised by PC representative
22. Matters for Report
23. Agenda items for next meeting
24. Date of next meeting



Emma Hull – Clerk to the Council 8/8/24