

SUTTON VALENCE PARISH COUNCIL

Date:	Wednesday 18 th October at 7.00pm
Venue:	Sutton Valence Village Hall
Present:	Cllrs: Mel Flint, Lesley Flint, Mike Gammon, Derek Eagle, Melanie Dawber Sally Annereau Parish Clerk: Emma Hull 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.

1. Apologies for absence – Cllr Alsop
2. Declaration of Lobbying – none
 - I. Declaration of Changes to the Register of Interests - none
 - II. Declaration of Interest in items on the Agenda - none
 - III. Requests for Dispensation - none
3. Minutes of the meeting held 8th September, 13th September, 25th September were agreed, signed and dated by the Chairman.
4. To consider Cllr recruitment – co-option vacancy to be advertised
5. Update from Working Groups
 - i) Climate Change – update given
6. To consider projects for 2023/24 – Cllrs to circulate project ideas for discussion for next months meeting
7. KALC – update from Committee Meeting – 25th September – apologies sent
8. Training
 - i) Chairing Council and public meetings effectively – 19th September – update from Cllr M Flint
 - ii) Clerks Conference – 27th September – update given from The Clerk
 - iii) Chairmanship Conference – 17th October – update from Cllr M Flint
9. To consider the following consultations
 - i) Maidstone Local Plan Review – circulated

Action: The Parish to send in a response
 - ii) Sutton Valence Conservation Area Extension – update given
10. To Consider Youth Club provision – update given

Meeting to be closed to members of the public and press for item 11

11. To consider quotes

- i) For overhead barrier

The Parish Council resolved not to go ahead

- ii) Waste Removal

The Parish Council resolved not to go ahead

- iii) Graffiti Removal

The Parish Council resolved to go ahead with the quote received

12. Planning

Recommendation to be made on

- i) 23/504535/FULL East Went Chartway Street Sutton Valence Maidstone Kent ME17 3JA
Planning application for a phased residential development comprising (1) Application for full planning permission for the demolition of existing garage, part demolition of the existing dwelling, and creation of a new access to serve the existing dwelling along with landscaping and parking and (2) Application for full planning permission for Erection of a detached 4-bedroom self-build dwelling with associated access, amenity space, landscaping and parking.

The Parish Council wish to see this application refused, but do not request the application to be reported to planning committee

To Ratify

- i) 23/503147/FULL Sentinel Coombe Farm Sutton Valence Hill Sutton Valence Kent ME17 3AX
Construction of veranda and raised decking to rear (south) elevation and change of use of agricultural land to residential garden land (Retrospective).

The Parish Council ratified no comment on this planning application

- ii) 23/503772/FULL Southgate Warmlake Road Sutton Valence Kent ME17 3LP
Retrospective permission for the stationing of a mobile home for residential use.

The Parish Council ratified to object to this planning application and not to go to committee

- iii) 23/503859/FULL Stallance Views Rectory Lane Sutton Valence Maidstone Kent ME17 3BT
Demolition of existing dwelling and erection of replacement dwelling with associated works.

The Parish Council ratified to object to this planning application and wish to go to committee

- iv) 23/503854/LBC Lower Farm Babylon Lane Hawkenbury Maidstone Kent ME17 3ER
Listed Building Consent for internal and external alterations including demolitions of partition walls and fixtures, structural alterations and relocation of small side window.

The Parish Council ratified no comment on this planning application

- v) 23/504142/FULL Bluebells Headcorn Road Sutton Valence Maidstone Kent ME17 3EH
Demolition of garage and erection of new garage with front dormer windows to first floor.

The Parish Council ratified no comment on this planning application

23/504138/FULL Land At The Homestead Headcorn Road Sutton Valence Hill Sutton Valence Kent Erection of a one bedroom Gardeners cottage with associated access.

The Parish Council ratified that they wish to see this planning application refused and wish to go to committee

- vii) 23/504314/FULL Forge Farm New Barn Road Hawkenbury Tonbridge Kent TN12 0ED Erection of detached garage/car port with habitable accommodation above, following demolition of existing shed (part retrospective).

Due to not receiving enough comments in time the Clerk as unable to submit a comment by the deadline

- viii) 23/504/309/LBC Henikers Heniker Lane Sutton Valence Maidstone Kent ME17 3EE Listed Building Consent for conversion of loft into habitable space including insertion of larger window.

The Parish Council ratified no comment on this planning application

13. Finance

I. Signatories on Unity and Nationwide

II. Authorisation of payments

III. Bank balances

Unity £81,622.04

Nationwide £84,251.57

IV. Income

The following items of income were noted

East Sutton PC	78.00	Room Rent
Car Park	192.00	Permits
UK Power	2.30	Wayleave Rent

V. Expenditure

i. Were ratified at this meeting

Tailored Auto	13.20	Pension admin
HMRC	522.25	PAYE
E Hull	1659.02	Clerks salary month 5
XLN	110.90	Parish phone
Corona	15.30	Pavilion
Legal & General	210.08	Pension Sept
Lloyds Credit Charge	163.65	TSOHOST email hosting 57.46, Microsoft 365 12.36, Safety Signs for Less CCTV Signs 15.82, MBC Road closure 75.00, charges 3.00.
Gallagher	3,144.57	Insurance
Hugofox	35.99	Website Aug
E Hull	50.77	Sundries

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MS Computer Services	300.00	Migration of emails to new hosting provider
KALC	84.00	Clerks Conference
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C Bruce	271.25	Cleaning Public Toilet August
Drax	8.23	Street Lighting
Drax	238.36	Street Lighting
Castle Water	1.25	The Harbour Allotments
Gallagher	186.44	Pavilion insurance
HMRC	522.25	PAYE
E Hull	1658.82	Clerks salary month 6
Unity	00.30	Handling fee
Unity	26.85	Charges
Diginet Solutions	46.77	Copier Charges
C Bruce	262.25	Cleaning Public Toilet
West Kent N/hood watch	50.00	SV Neighbourhood watch signs
Pauls Handyman Service	20.00	Playground repairs The Harbour
MS Computer Services	20.00	IT support
SV V Hall	1,129.20	Hall Rent
Salvum	540.00	Asbestos Survey Pavilion
MBC	255.00	Pre-application advice Pavilion

ii Were agreed at this meeting:

Prime One Maintenance	1040.76	Street Lighting maintenance
Parish Online	420.00	Digital mapping (yearly fee)
Mazars	504.00	External Audit
HugoFox	35.99	Website September
Safetyshop	141.67	Car Park Permit stickers

- VI. Bank reconciliation – circulated
- VII. External Audit – received back with no matters arising – The Parish Council noted this
- 14. Recreation and Open Spaces
 - I. War Memorial Play Area and Field –
 - i. Weekly Play area Inspections - graffiti under multi play
 - ii. Yearly Play area inspection – taking place this week
 - II. Pavilion – update given
 - III. Harbour Play area and field -
 - i. Weekly Play area inspections – gate not closing
 - ii. Yearly Play area inspection - taking place this week
 - IV. Open Spaces
 - i. Extension of Conservation – update given

- ii. Tree Survey – update given
- iii. Platinum Meadow – update given
- 15. Roads and Transport
 - I. Roads -
 - i. Southeast Water works in Upper Street Lees - update circulated
 - ii. To consider bollards at Southway's - to consider for the HIP
 - iii.20 is plenty – to consider for the HIP
 - iv. Remembrance Service - update given
 - v. Update from HIP meeting given
 - vi. Highways Improvement Plan (HIP) –

Action: Clerk to arrange a further meeting
 - vii. Speed Watch Training –

Action: Clerk to look into speed watch training
 - viii. Meeting with Cllr L Parfitt-Reid – 19th October – update given
 - II. Public Transport
- 16. Allotment
- 17. Parish Online
 - i. location of parish trees to be added
- 18. Police
- 19. Village Hall – update from 12th October meeting given – items to be raised by PC representative
- 20. Agenda items for next meeting
- Food hampers
- Newsletter
- 21. Date of next meeting 8th November

Meeting Closed 22.00

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

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