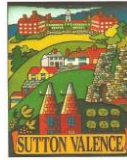


# SUTTON VALENCE PARISH COUNCIL

E-mail: [clerk@suttonvalence.org.uk](mailto:clerk@suttonvalence.org.uk)



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*From the Clerk:*

Mrs Janet Burnett  
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 at the Village Hall on Wednesday July 13th 2022 at 7:00pm when the following business is proposed to be transacted:

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. Membership of the following working groups to be agreed upon: Pavilion refurbishment, Allotments, Climate Change, Platinum Meadow
4. Cllr Co-option Vacancy
5. Minutes of the meeting held 8th June 2022 to be agreed and signed
6. Matters Arising from the Minutes not covered under other headings
7. Members Basic allowance scheme to be considered – circulated with the agenda
8. To consider the following policies / terms of reference / risk assessments
  - I. Training Learning and Development Policy
  - II. Updated Standing Orders and Financial Regulations to be approved by resolution of the Parish Council
  - III. Allotment Risk Assessments
9. The developer at Warmlake Business Estate has requested a street name of Pembroke Mews - update
10. Parish Council attendance
  - I. SV Rose Ceremony – 21<sup>st</sup> June
  - II. SV Speech Day – 2<sup>nd</sup> July
13. Consultations
  - I. KCC bus funding reduction consultation report findings
14. Quiet Lanes and 20 is plenty update
15. Social Media – Council Hive - bill to be paid see payments list
16. Parish Council housing survey 27<sup>th</sup> June to 18<sup>th</sup> July
17. Neighbourhood Plan to discuss the possibility of revisiting or not
18. Road and Transport Plan
19. Memorial Garden
  - I. Proposal for QHOF to take on this project in conjunction with Sutton Valence, Chart Sutton and East Sutton Parish Councils
20. KALC / NALC
21. Training – Councillors Conference 30<sup>th</sup> June – Cllr update
  - Giving Cllrs more of a say on housing 27<sup>th</sup> July
  - Environment and Climate Action 28<sup>th</sup> July
22. Working Group updates
  - I. Climate Change
  - II. Platinum Meadow
  - III. Allotment

## 23. Planning:

### I. Recommendation to be made on the following:

- I. 22/502895/FULL Erection of dormer to rear elevation, Roundelle Chart Road, ME17 3AW
- II. 22/502469/FULL Erection of a garage outbuilding, New Bungalow Gladwish Lodge Gladwish Farm Headcorn Road, Kent ME17 3EL

## 24. Finance

- I. Signatories on Unity and Nationwide
- II. Authorisation of payments
- III. Bank balances
- IV. Income
- V. Expenditure
- VI. Bank reconciliation
- VII. Performance against budget

## 25. Recreation and Open Spaces

- I. War Memorial Play Area and Field
  - i. Football Agreements
  - ii. Weekly inspections
  - iii. Annual Play area inspection completed – report to follow
- II. Car park
  - i. Pedestrians crossing signage - update
- III. Pavilion
  - i. Sale of the pavilion
  - ii. Signage and relocation of bin
- IV. Harbour Play area and field
  - i. Weekly inspections
  - ii. Annual Play area inspection – report to follow
- VII. Open Spaces
  - i. Extension of Conservation Area ongoing
  - ii. Platinum Meadow
    - i. MBC tree initiative
    - ii. Vehicular Gate
    - iii. Fields in Trust
    - iv. Green Canopy
  - iii. Tree Survey
  - iv. Notice Boards - Quotes to be considered in closed session
  - v. SV Well Clean

## 26. Roads and Transport

- I. Roads Update from meeting with KCC on 16<sup>th</sup> June
- II. Fire hydrant initiative project – ongoing
- III. Parking Survey in the Village
- IV. Public transport
- V. Damage to ragstone Footpath in the High Street

## 27. Street Lighting - CIL money

## 28. Allotments

- i. CCTV / Wildlife Camera

## 29. Police

## 30. Village Hall

## 31. Cleaning of public toilet

Meeting to be closed to members of the public

## 32. Notice Board Quotes to be considered

## 33. Human Resources - Staffing Committee – update

- i. Revaluation of Deputy Clerk to Clerk and pay scale
- ii. Locum Clerk
- iii. Cleaner contract and Job Description

- 33. Agenda items for next meeting
- 34. Date of next meeting:10/8/22

Janet Burnett – Clerk to the Council 6/7/22

A handwritten signature in black ink, appearing to read "Janet Burnett". The signature is written in a cursive, flowing style with some loops and flourishes.