



SUTTON VALENCE PARISH COUNCIL

Parish Office, Sutton Valence Village Hall, North Street, Sutton Valence, Maidstone ME17 3HS

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Minutes of the ordinary meeting of the Parish Council held at Sutton Valence Village Hall on Wednesday 13 May 2026 from 7:00pm to 9:30pm

Members present: Cllr S. Annereau (Chairman), Cllr M. Flint (Vice-Chair), Cllr A. Castle, Cllr M. Gammon, Cllr D. Atkinson, Cllr I. Walker, Cllr L. Castle

63/26 Opening Statement

The Chair opened the meeting and asked if anyone was recording the proceedings.

64/26 Election of Chairman and Signing of Declaration of Acceptance of Office

RESOLVED (5/5): Cllr S. Annereau elected Chairman for 2026/27. Declaration to be signed at the Parish Assembly.

65/26 Election of Vice-Chairman

RESOLVED (5/5): Cllr M. Flint elected Vice-Chairman.

66/26 Apologies for Absence

Apologies received from the Mrs S. Muteham (Locum Clerk)

67/26 Declarations of Interest

Cllr M. Flint declared a personal interest in Planning Item 17a.

68/26 Submissions (Reports)

No Police, Warden, County or Borough Councillor reports were received.

69/26 Public Participation

A resident requested permission for tree surgery along the boundary with parish-owned tennis court land. Council discussed nesting season, access requirements, contractor insurance, and liaison with the school. Permission granted subject to documentation and coordination. Noted under 76/26

70/26 Minutes of Previous Meeting

To be approved at the next meeting due to agenda formatting inconsistencies. **NOTED.**

71/26 Representatives to Outside Bodies

KALC: Cllr M. Gammon appointed.

Village Hall Committee: Cllr I. Walker appointed.

Suttons Charity: Cllr M. Flint appointed.

72/26 Elect Representatives to Committees

No changes. **NOTED.**

73/26 Standing Orders & Financial Regulations

RESOLVED: Standing orders approved

17/06/26
Annereau

74/26 Finance

- a) Bank Reconciliation approved.
- b) Payments for May 2026 approved.

75/26 Internal Auditor

RESOLVED: Appointment for 2026/27 approved.

76/26 Vegetation – Tree Surgery Request

RESOLVED (5/5): Permission granted subject to documentation and coordination

77/26 Playgrounds

- a. to consider approving purchase of chess table.

Chess table purchase approved.

- b. to nominate councillor representation at playground pre-start installation meeting

Cllr Mike appointed to attend the installation pre-start meeting.

78/26 Annual Parish Assembly – 20 May 2026

Promotion and arrangements discussed.

ACTION: Cllr S. Annereau and Cllr M. Gammon to circulate reminders.

79/26 Planning

- a. 26/501168/FULL - Erection of new 5 bed dwelling with associated access. Land at St Aubyns, North Street.

RESOLVED: No Comments to be submitted.

- b. 26/501614/FULL - Demolition of existing rear porch and erection of a single storey rear extension. 4 Oast Gardens.

RESOLVED: No Comments to be submitted.

80/26 Meeting Dates

RESOLVED: June Full Council meeting to be held on 17 June 2026.

81/26 Staffing

Council discussed the Locum Clerk resignation and recruitment options.

RESOLVED: Engage interim support (10–15 hrs/week) and continue search for a permanent Clerk.

ACTION: Cllr L. Castle to coordinate.

82/26 Reports

Councillor reports included PAT testing, hall fence condition, community magazine, school car show, café proposal, allotment plot division, and parking permits. Clerk's report received. **NOTED.**

83/26 Date of Next Meeting

Wednesday 17 June 2026 at 7:00pm.

17/06/26
Annereau