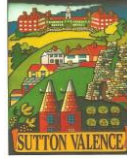


# SUTTON VALENCE PARISH COUNCIL



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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 remote meeting of the Parish Council to be held on Thursday August 13th, 2020 at 6.30pm when the following business is proposed to be transacted:

The Chairman to ask if anyone is recording

Submissions from Public, Police, Community Support Warden, County or Borough Councillors

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. Minutes of the meetings held 9<sup>th</sup> July 2020 to be agreed
4. Matters arising from the minutes not covered under other headings
5. Cllr resignation
6. Financial regulations
7. General Powers of Competence
8. Training – Clerk has booked on a KALC course – Website Accessibility regulations
9. Accounting software – update
10. Covid 19
11. Southfield Stables – field rent
12. Consultations
13. KALC
14. Website – provider to be approved
15. Data Protection
  - I Cloud document share
  - II Impact assessment
16. **Local Development Framework**
  - I. Neighbourhood Plan
    - i. Update
17. **Planning**
  - I. Recommendations to be made on the following:
    - i. 20/503225/FULL Old Place Lower Road ME17 3AL Proposed re-ordering and subdivision of an existing dwelling to create one new additional dwelling. Minor changes to approved application 19/504939/FULL to include front entrance door and smaller external rear stair from terrace.
    - ii. 20/503226/LBC Old Place Lower Road ME17 3AL Listed Building Consent for proposed re-ordering and subdivision of an existing dwelling to create one new additional dwelling. Minor changes to approved application 19/504940/LBC to include front entrance door and smaller external rear stair from terrace.
    - iii. 20/503284/FULL Sunflower Cottage Maidstone Road ME17 3LS  
Demolition of existing outbuilding and erection of part single storey, part two storey rear extension. (Part Retrospective).
18. **Finance**
  - I. Correspondence
  - II. Authorisation of payments
  - III. Bank Balances
  - IV. Income
  - V. Expenditure
  - VI. Bank Reconciliation

IX. Performance against budget

X. Insurance

19. **Recreation and Open Spaces**

I. War Memorial Play Area and field

- i. Updated risk assessment on play areas
- ii. Decision on whether to open play areas or keep closed
- iii. Signage for play area
- iv. Cost of banners £50.00 each
- v. Play area inspection Monthly and annual
- vi. Vandalised fence

II. Car Park

- i. Solar lights – quote to be discussed

III. Football

IV. Pavilion

- i. Risk assessment on pavilion
- ii. Decision on whether to open pavilion
- iii. Power

V. Tennis

Proposal from the tennis club that the courts be resurfaced

VI. Harbour Play Area and field

- i. Updated risk assessment on play areas
- ii. Decision on whether to open play areas or keep closed
- iii. Signage for play area
- iv. Cost of banners £50.00 each
- v. Play area inspection Monthly and annual

VII. Open Spaces

- i. Extension of Conservation Area
- ii. Quad bike signage
- iii. Land at the Harbour currently rented

VIII. Public Rights of Way

20. **Roads & Transport Group (inc. Lighting)**

I. Maintenance issues reported

II. Correspondence

III. Public Transport

IV. Lighting

- i. Lighting upgrade Clerk has completed a LoCASE eligibility form for a grant towards the LED lighting.
- ii. Lighting Tender

21. **Working groups**

21.1 Allotment

22. Police

23. Correspondence

24. Village Hall

25. Toilet

- i. Risk assessment on toilet
- ii. Opening of toilet and measures that need to be put in place to be discussed
- iii. Toilet door

26. Agenda items for next meeting

27. Date of next meeting

Janet Burnett – Clerk to the Council 7/8/20

THIS MEETING IS TAKING PLACE REMOTELY ON ZOOM. IF YOU WISH TO ATTEND THE MEETING PLEASE CONTACT THE CLERK BEFORE 2pm ON 12/7/20 FOR AN INVITE CODE.