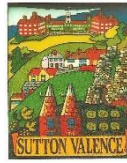


# SUTTON VALENCE PARISH COUNCIL



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*From the Clerk:*

Mrs Emma Hull  
The Parish Office  
Sutton Valence Village Hall  
Sutton Valence  
Maidstone  
Kent ME17 3HS

To all members of the Council

You are hereby summoned to attend the Meeting of the Parish Council to be held in the Committee Room at the Village Hall on Wednesday 10<sup>th</sup> January 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. Minutes of the meeting held on 13th December to be agreed and signed
  4. Matters arising from the minutes not covered under other headings
  5. To receive reports from
    - i) County and Borough Councillors
  6. SV Post Office - update
  7. To consider the request to reinstate the parish coffee mornings
- Meeting Closed to Public and press for item 8**
- i) Human Resources - to agree cleaner salary
  - ii) To consider tree survey quote
8. Planning – To ratify the recommendation on the following application
    - i) 23/505556/FULL 2 Greensand Meadow Sutton Valence Maidstone Kent ME17 3FP  
Partial garage conversion into a habitable space and changes to rear fenestration.
  9. 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
    - VIII. 2024/2025 Budget to be approved
    - IX. Precept to be set

10. Recreation and Open Spaces
  - I. War Memorial Play Area and field
    - i. Weekly playground inspection
    - ii. Yearly playground inspection
  - II. Harbour Play Area and field
    - i. Weekly playground inspection
    - ii. Yearly playground inspection
  - V. Open Spaces
    - i. Tree Survey – update
    - ii. Platinum Meadow – update
    - iii. Noticeboards
11. Roads and Transport
  - I. Roads
    - i. To consider setting up a traffic/road working group
    - ii. 20 is plenty
    - iii. Highways Improvement Plan (HIP) – to consider response from KCC
    - iv. Speed Watch Training – update
  - II. Public Transport
12. Allotment – update
13. Parish online
  - i. location of parish trees to be added
14. Police
15. Village Hall –items to be raised by PC Representative
16. Agenda items for next meeting
17. Date of next meeting 10th February 2024  
Emma Hull – Clerk to the Council 4/1/24

*Emma*