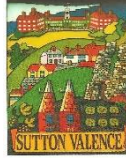


SUTTON VALENCE PARISH COUNCIL



E-mail: clerk@suttonvalence.org.uk

Tel: 01622 844135

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From the Clerk:

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

Notice is hereby given of the Annual Meeting of the Parish Council to be held in the Committee Room at the Village Hall on Tuesday 14th May 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. Election of Chairman and Vice chairman
 - I. Declarations of acceptance to be signed
2. Apologies for absence
3. 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
4. Election of representatives to outside bodies:
 - I. C.A.B.
 - II. Village Hall Representative
 - III. KALC Representative
 - VI. JPG Representatives
 - V. Police Representative
5. Declaration of Pecuniary Interest Forms
6. To resolve to accept the General Power of Competence
7. Committees Membership of the Staffing and Events (jubilee) Committee to be agreed upon
8. Membership of the following working groups to be agreed upon:
 - I. Climate Change
 - II. Communications
 - III. Open Spaces (including Allotment and Platinum Meadow)
9. Cllr Co-option Vacancies
10. Timetable of policy reviews to be agreed
11. Risk Assessments to be reviewed and approved
 - I. Commemoration
 - II. Distribution (newsletter/leaflets)
 - III. Event
 - IV. Playing field
 - V. Allotment
12. Minutes of the meetings held 10th April 2024 to be agreed and signed
13. To consider revisiting the neighbourhood plan or not
14. KALC
15. Training - Dynamic Cllr
16. Update from meeting with Fernham Homes

17. To consider grant application received from Sutton Valence Youth Club
18. To consider voluntary support from HMP East Sutton Park Community Project Working Group
19. Annual Parish Assembly – To review the 2024 meeting and options for 2025
20. Planning –
 - Recommendation to be made on
 - i) 24/501347/FULL Land To The R/O 1 Warmlake Cottages Warmlake Road, Sutton Valence Kent
Erection of detached dwelling, associated parking and access.
 To ratify the recommendation made on
 - ii) 24/501167/FULL Stallance Views, Rectory Lane, Sutton Valence, Maidstone, Kent ME17 3BT
Removal of front porch, erection of a part two storey side and part first floor extension including retention of curtilage listed wall, insertion of roof lights and changes to fenestration.
 To consider the following notification of appeal lodged with the Planning Inspectorate
 - iii) Proposal: 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.
Location: East Went Chartway Street Sutton Valence
21. Finance
 - I. Authorisation of payments
 - II. Bank Balances
 - III. Income
 - IV. Expenditure
 - V. Bank Reconciliation
 - VI. Approval of the use of a variable direct debit for utilities and staff costs to be renewed by resolution of the Council
 - VII. Internal Financial Controls to review, update and approve as required
 - VI. Internal Audit
 - VII. External Audit
22. Recreation and Open Spaces
 - I. War Memorial Play Area and field
 - i. Weekly inspections
 - ii. Yearly inspections
 - iii. Tennis Agreement – update
 - iv. To consider removal of temporary fence and reseeding area near goalpost
 - v. To consider request for a memorial garden
 - vi. To consider options other than painting yellow lines outside village hall
 - II. To consider options to secure the permit car park
 - III. Harbour Play Area and field
 - i. Weekly inspection
 - ii. Yearly inspection
 - IV. Open Spaces
 - i. Tree survey
 - ii. Platinum Meadow – Update from Medway Countryside maintenance visit
 - V. Notice board (Warmlake)– installation quotes to be considered
23. Roads and Transport
 - I. Roads
 - i. To Consider setting up a traffic / road working group
 - ii. 20 is plenty
 - iii. Highways Improvement Plan (HIP) -Update
 - iii. Speed Watch Training – update

II. Public Transport

24. Police
25. Correspondence
26. Village Hall
27. Agenda items for next meeting
28. Date of next meeting

A handwritten signature in cursive script, appearing to read "Emma Hull".

Emma Hull – Clerk to the Council 9/5/24