

# CHART SUTTON PARISH COUNCIL

## MINUTES OF THE MEETING HELD ON MONDAY 11<sup>TH</sup> APRIL 2022 AT CHART SUTTON VILLAGE HALL

**PRESENT:** - Cllr P Forknall in the Chair, together with Cllrs S Waring, P Ward, R Sagrott, V Underdown, M FitzGerald MBE, C Webb and Miss T Jenkins, Clerk.

**IN ATTENDANCE:** - Borough Councillor S Munford was present until item 14.4.

### PUBLIC OPEN SESSION

**1. APOLOGIES**

Apologies were received and accepted from Cllr Lottie Parfitt-Reid.

**2. FILMING OF MEETINGS**

There were no requests for notification of whether anyone intends to film, photograph or record any items.

**3. DECLARATIONS OF INTEREST**

Cllrs FitzGerald, Forknall, Underdown & Waring declared an interest for item 15.4.

**4. REQUESTS FOR DISPENSATIONS**

There were no requests for dispensation.

**5. MINUTES OF MEETING HELD ON 14<sup>TH</sup> MARCH 2022**

Cllrs proposed, seconded and resolved “**that the draft Minutes be approved as a correct record**”. This was **Agreed** and the Chairman was authorised to sign off the official copy.

**6. POLICE MATTERS**

PCSO Gardner was unable to be present but advised that there were no reported crimes in March. Cllrs discussed several suspicious vehicles that had been left temporarily at the Village Hall, the Police are aware and have viewed the CCTV. Cllr Webb reported that at the recent KALC meeting it was noted that PCSO numbers are dwindling due to officers not being replaced.

**7. CLIMATE CHANGE & BIODIVERSITY**

No action required.

**8. THREE YEAR STRATEGY**

The following updates were **Noted**:-

**Car Park at Memorial Playing Field** – Awaiting a contact name for further discussion.

**Purchase of Garage Site** – discussed at recent Shop Committee meeting - ongoing.

**9. QUEEN’S PLATINUM JUBILEE/QUEEN’S CANOPY PROJECT**

Members **Noted** that cheques had already been issued to Four Jays - £240 (101765) and Quinn Artistes £112.50 (101766) see item 15.4. The Big Lunch launch event on 9<sup>th</sup> April on the village green had a good turnout & 43 responses for the Big Lunch had been received so far. The next meeting is to be held on 21<sup>st</sup> April at 10am in the village hall. Cllr Webb hadn’t received his Village News/Big Lunch invites for distribution – further copies would be run by Cllr FitzGerald. Members **Noted** that the Lottery Community Fund and KCC Members Grant had been received – see item 15.2. Members **Noted** that no response had been received from Golding Homes & the Clerk was asked to follow this up.

**10. ANNUAL PARISH MEETING**

Members discussed the final arrangements for the APM. Members **Noted** the Clerk has prepared the Annual Report, which will be distributed at the meeting and thereafter to every household. Borough Cllr Munford gave a brief overview of housing requirements/methodology used in the borough, which is the same for all borough’s in the country.

**11. SUPPORTED BUS CUTS / BUS FUNDING REDUCTION CONSULTATION**

Members considered/agreed the wording of a letter drafted by Cllr FitzGerald, to be sent to David Brazier, KCC Cabinet Member for Highways & Transport & copied to Cllr Lottie Parfitt-Reid and Helen Whately, MP. Cllr FitzGerald also spoke briefly regarding funds secured through S106 agreements and the small proportion going towards Transport and Public Rights of Ways.

**12. CHILDREN’S PLAYGROUND**

Members **Noted** the recent instances of attempted theft/loosening of bolts on play area equipment in other Maidstone Parishes. It was thought that newer equipment was being targeted & the equipment at Chart Sutton’s play area was quite old so may not be a target. Cllr Waring has checked the equipment & could see no signs of tampering. All Members **Agreed** that no further action is required and that no additional checks (other than the monthly MBC checks) are required. SW reported that the repainting of the play equipment will be done as & when over the summer – weather permitting. The fencing should be complete by mid-May.

**13. PLANTERS**

Members **Noted** that Peter Underdown had volunteered to maintain the planters. Members considered purchasing two planters, one for the village green, and one for the end of Chart Hill Road, where the old noticeboard was situated. Cllrs proposed, seconded and resolved “**to set a budget of £300 for the purchase of two planters**”. This was **Agreed**. Cllrs Underdown and/or Forknall would approach Rumwood and/or Pleasant View Garden centres in the first instance.

**14. MATTERS OF REPORT**

**14.1 County and Borough Councillors Report**

Borough Councillor Munford reported that the local plan review is now with the inspector. If accepted, it will likely be open to public enquiry in the summer and will be well advertised. Cllr Munford also gave an overview of the proposed ‘Garden Community’ at Heath Lands, Lenham.

**14.2 Chairman’s Report**

The Chairman had nothing specific to report.

**14.3 Individual Councillors Reports**

CW reported that the ‘Twenty is Plenty’ scheme has been highlighted at recent KALC Maidstone meetings. It was noted that these 20mph zones are not enforceable. CW enquired regarding the cutting back of hedges along the footpath from Chart Road to the Churchyard. CW agreed to report this to PROW. CW reported that the re-tarmacing of Green Lane is almost complete. MF requested that a donation for the children of Ukraine be considered at the next meeting. MF advised that a petition has been started regarding the potential loss of bus services. SW reported that the village litterpick was carried out on 19<sup>th</sup> March and the new Hi Viz vests looked good.

**14.4 Clerk’s Report**

**14.4.1 Annual Audit & Accounts**

Members **Noted** the external auditor (PKF Littlejohn LLP) has advised the date for submitting the Annual Governance and Accountability Return is no later than 1<sup>st</sup> July. The Internal Auditor is due to carry out the final Internal Audit on 21<sup>st</sup> April.

**15. FINANCE**

**15.1 Budget Monitoring**

The Budget Monitoring Report to 31<sup>st</sup> March 2022 was **Noted**.

**15.2 To note Income received since last meeting**

Members **Noted** payments received during the period as follows:

HSBC Interest Mar 22	£2.24
Textile Bank Income	£88.05
VAT refund 010222 – 280222	£396.11
Village News Advert – All Bin Solutions	£15.00
Lottery Community Fund Grant re Queen’s Platinum Jubilee Lunch	£3000.00
KCC Member Grant re Queen’s Platinum Jubilee Lunch	£1430.00

**15.3 To approve payments already made**

Cllrs proposed, seconded and resolved “**that the following payments should be ratified**”. This was **Agreed**.

D/D – NEST – employer/employee pension payment for Mar	£167.48
SO – T Jenkins – Net Salary & Office Allowance – Feb	£715.81
Bank Charges to 27/02/22	£7.40

**15.4 To resolve to make payments as presented for signature**

Cllrs proposed, seconded and resolved “**that the Council approve the following payments**”. This was **Agreed**.

101765 – Four Jays re Queen’s Platinum Jubilee Lunch (see item 9)	£240.00
101766 – <i>Cheque Destroyed</i>	£0.00
101767 – Quinn Artistes deposit re Queen’s Platinum Jubilee Lunch (see item 9)	£112.50
101768 – Miss T Jenkins – expenses March	£15.59
101769 – HMRC (National Insurance – period ending 05/05/22)	£22.38
101770 – Samuel Whitehead – Litterpick – March	£48.00
101771 – Maidstone Borough Council – street sweep/litterpick	£84.02
101772 – Kilby Timber (new oak village sign)	£600.00
101773 – P Waring (white line marker)	£78.04
101774 – Quinn Artistes balance due re Queen’s Platinum Jubilee Lunch	£637.50
101775 – Mr M FitzGerald – April VN production	£340.00
101776 – Mr M FitzGerald – Platinum Big Lunch invites/publicity pages for VN	£130.00
101777 – PJ Forknall – replacing village sign	£198.00
101778 – P Waring – purchase of litterpicking equipment (as agreed at Nov 21 PC meeting)	£315.00

**16. DATE OF NEXT MEETING**

Members **Noted** the next Meeting will be held on Monday 9<sup>th</sup> May 2022 at Chart Sutton Village Hall.

**There being no further matters to be discussed, the meeting closed at 8.56pm.**