

## CHART SUTTON PARISH COUNCIL

### MINUTES OF THE MEETING HELD ON MONDAY 13<sup>TH</sup> JUNE 2022 AT CHART SUTTON VILLAGE HALL

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

**IN ATTENDANCE:** - One parishioner was present until item 11. Borough Councillor S Munford was present until item 17.4.

#### PUBLIC OPEN SESSION

**1. APOLOGIES**

Apologies were received and accepted from Cllrs Forknall & Webb.

**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 & Underdown declared an interest for items 9 & 18.4. Cllr Sagrott declared an interest for item 18.4.

**4. REQUESTS FOR DISPENSATIONS**

There were no requests for dispensation.

**5. MINUTES OF MEETING HELD ON 9<sup>TH</sup> MAY 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**

No crime report had been provided by the PCSO.

**7. CLIMATE CHANGE & BIODIVERSITY**

A meeting date is awaited with Sutton Valence &/or East Sutton Parish Council.

**8. THREE YEAR STRATEGY**

The following updates were **Noted**:-  
Car Park at Memorial Playing Field – ongoing.  
Electrical Charging Points – ongoing.  
Purchase of Garage Site – see item 15.

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

Members **Noted** that in order with the powers granted at the March 2022 meeting the following cheques had already been issued (see item 18.4):-

101797 £105.63 – Mrs V Underdown

101798 £173.56 – Mrs V Underdown

101799 £364.35 – Mrs V Underdown

101800 £112.74 – Mr M FitzGerald

101801 £57.12 – Chart Sutton Community Association (Shop on the Green)

101802 £48.46 – Mrs V Underdown

101803 £62.42 – Mr M FitzGerald

Members further **Noted** that the Jubilee lunch went very well, and that there had been many messages of thanks from parishioners. Cllr Waring gave special thanks to Cllrs FitzGerald & Underdown for their efforts. Further thank you’s were given to the working group and all volunteers who gave up their time.

Cllr FitzGerald provided Members with a set of accounts, together with a report for funders. Members **Noted** that there was £18.31 left from the grants/donations received and £451 received from the two raffles. Members **Agreed** to put these funds in a ‘Village Embellishment Fund’ for use within the village.

**10. SPEEDING ON PLOUGH WENTS ROAD**

A resident spoke regarding the persistent speeding along Plough Wents Road and the two recent accidents, both of which resulted in the attendance of the Air Ambulance. The resident had spoken with the local MP who informed him that there was currently no chance of getting the speed limit reduced. The resident responded by saying “does someone have to die before the road speed is reduced?”. The resident regularly litterpicks local roads and over the last year has collected 82 wing mirrors, showing there are many coming together on these roads. The Clerk was asked to review the speed limit with Highways/Cllr Parfitt-Reid.

**11. PLANTERS**

Members thanked Cllr Ward for making the planters, and planting them ready for the Queen’s Jubilee event. Everything was recycled including the lining. Golding Homes have kindly agreed to donate £190.00 towards the cost of plants/soil for the planters. Pete & Val Underdown are currently watering/looking after the plants.

**12. OVERHANGING VEGETATION & FLOWERBEDS**

Members **Noted** that the Clerk and Cllr FitzGerald met with Golding Homes on 12<sup>th</sup> May. GH provided permission to put up bunting on Amber Bank and other areas around the village for the Queen’s Jubilee. They have also identified the community areas that they are responsible for. The picket fence in the hedge on Laxton Drive will be removed to allow them to better manage the hedge (after the end of the nesting season). A long term plan/agreement for the control of vegetation/cut backs and the ongoing maintenance of community areas were also discussed. GH agreed to ask management if they will agree to do a land search to identify the owner of the strip of land behind the grassed area behind the bus stop. They also did a one-off cut to make it look nice for the Jubilee. GH are looking for sites for wild flower planting and Members agreed to put forward the area in front of the Memorial Playing Field. The next meeting has been scheduled for 15<sup>th</sup> June.

**13. OAK TREE ON THE VILLAGE GREEN**

Members **Agreed** that the oak tree requires a light crown lift in the interests of health & safety. Permission will need to be sought from MBC, as the tree is protected by a TPO (applications take 8 weeks).

**14. ROADWORKS AND TRAFFIC LIGHTS**

Cllr Waring reported on the recent roadworks/queues at The Nurseries (Sutton Road) and at the new roundabout just past Rumwood Nurseries, which resulted in huge queues (with no-one working over the long Bank Holiday weekend). Cllr Waring felt that as the roadworks are on main roads, they ought to be worked on 24 hours a day (or longer hours), in order to get the work done quicker to reduce the disruption. The Clerk was asked to bring this up with Cllr Parfitt-Reid at the next meeting.

**15. PURCHASE OF GARAGE SITE (ALLCARS)**

Cllr Ward had recently spoken with the owner of the site, and although they are not currently ready to sell, they agreed to give the Parish Council first option to buy when they are. Cllr Ward spoke with a surveyor who advised that it would cost £500 - £750 to get an indication of value. Cllrs FitzGerald and Sagrott agreed to look into grants/funding options & the Clerk was asked to investigate a Public Works Loan, so that the Parish Council is prepared if and when this does become an option.

**16. PAVILION**

Members **Noted** that BG Electrical have carried out the annual rcd check and visual inspection, and all was OK. However, BG advised that the lock on the right hand changing room is difficult to open & may need a new lock. Members considered replacing the lock, but felt it was unnecessary for the door to be locked, so agreed that the lock would be closed off.

**17. MATTERS OF REPORT**

**17.1 County and Borough Councillors Report**

Borough Councillor Munford gave his apologies for not being available for the Queen’s Platinum Jubilee Lunch event.

**17.2 Chairman’s Report**

Cllr Forknall had not provided a report.

**17.3 Individual Councillors Reports**

Cllr Waring had received a complaint regarding the kerbs/narrow section on Chart Hill Road, which was discussed at the last meeting, and Highways had since advised that it was not possible to widen the road. Cllr Waring therefore suggested that ‘road narrow’ warning signs might be a good idea. Cllr Waring advised that the goalposts at the playing field either need repainting or replacing. The Clerk was asked to put this on the next agenda & Cllr Waring agreed to get costs for both. SW reported that the road by the Hertsfield Bridge is collapsing. Cllr FitzGerald will be attending the Armed Forces Day Flag Raising Ceremony on 20<sup>th</sup> June. Cllr Sagrott advised that the bin collections on his lane are still being missed. The Clerk was asked to contact John Edwards at MBC to try to resolve this.

**17.4 Clerk’s Report**

**17.4.1 Annual Leave**

Members **Noted** the Clerk’s annual leave dates.

**17.4.2 Data Protection Act**

Members **Noted** that the Council’s registration for the Data Protection Act 1998 has been renewed with the Information Commissioner’s Office at the annual cost of £35 and will expire on 22 May 2023.

**18. FINANCE**

**18.1 Budget Monitoring**

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

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

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

HSBC Interest May 22	£2.64
Parish Services Scheme – 1 <sup>st</sup> instalment	£988.50
Tfr fm BMM to C/A 03/05/22	£2000.00
Santander Interest up to 01/05/22	£15.41
Tfr fm BMM to C/A 06/06/22	£2000.00

**18.3 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 May	£177.31
SO – T Jenkins – Net Salary & Office Allowance – Apr	£737.86
SO – T Jenkins – Net Salary & Office Allowance – May	£737.86
ICO – Annual Renewal	£35.00
Bank Charges to 29/04/22	£11.00

#### 18.4 To resolve to make payments as presented for signature

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

101797 – Mrs V Underdown – Jubilee Party expenses (see item 9)	£105.63
101798 – Mrs V Underdown – Jubilee Party expenses (see item 9)	£173.56
101799 – Mrs V Underdown – Jubilee Party expenses (see item 9)	£364.35
101800 – Mr M FitzGerald – Jubilee Party expenses (see item 9)	£112.74
101801 – Chart Sutton Community Association – Jubilee Party expenses (see item 9)	£57.12
101802 – Mrs V Underdown – Jubilee Party expenses (see item 9)	£48.46
101803 – Mr M FitzGerald – Jubilee Party expenses (see item 9)	£62.42
101804 – Miss T Jenkins – expenses May	£53.99
101805 – HMRC (National Insurance – period ending 05/07/22)	£22.38
101806 – Mrs V Underdown – re purchase of vouchers for Mary Underdown re APM	£20.00
101807 – Maidstone Borough Council – street sweep/litterpick	£84.02
101808 – RP Stroud – supply/installation of fencing at the playing field	£545.00
101809 – SLCC annual membership renewal	£171.00
101810 – Mr M FitzGerald – June VN production	£380.00
101811 – EDF 22/02/22 – 25/05/22	£42.42
101812 – BG Electrical Contractors – annual pavilion rcd/visual inspection	£88.00
101813 – Mr R Sagrott – Jubilee Party expenses (homemade bunting)	£119.28
101814 – Mr M FitzGerald – Jubilee Party expenses (printing costs)	£85.00
101815 – Mrs V Underdown – Jubilee Party expenses (catering)	£104.69
101816 – Mr M FitzGerald – Jubilee Party expenses (catering)	£223.62
101817 – David Catt & Sons Ltd – catering costs for Jubilee	£47.56
101818 – JP Supplies – catering costs for Jubilee	£162.00
101819 – Chart Sutton Village Hall – hire re Jubilee/allowing use of tables/chairs etc	£250.00
101820 – Mr M FitzGerald – printing costs re Jubilee	£48.00
101821 – Mr M FitzGerald – reimbursement re Ice Cream Van costs re Jubilee	£130.00

#### 18.5 CHANGE TO NATIONAL INSURANCE PRIMARY THRESHOLD 06/07/22 – 05/04/23

Members **Noted** that in the Chancellor’s annual Spring Statement speech on 23<sup>rd</sup> March 2022, he set out the government’s tax plan. Amongst the key measures was an increase to the National Insurance Primary Threshold for Class 1 NICs. Members therefore considered an increase of £5.90 to the Clerk’s monthly salary payment (with effect from July 2022) to take this change into effect. This does not affect the Clerk’s overall annual salary. Cllrs proposed, seconded and resolved “that the Clerk’s monthly salary payment should be increased by £5.90 to take into account the change in Threshold for Class 1 NICs”. This was Agreed.

#### 19. DATE OF NEXT MEETING

Members **Noted** the next Meeting will be held on Monday 11<sup>th</sup> July 2022 at Chart Sutton Village Hall.

**There being no further matters to be discussed, the meeting closed at 9.20pm.**