

## CHART SUTTON PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD ON 9<sup>TH</sup> OCTOBER 2023 AT CHART SUTTON VILLAGE HALL

**PRESENT:** - Cllr P Forknall (Chair), Cllrs S Waring, V Underdown, R Sagrott,  
M FitzGerald MBE, Mrs Lesley Windless (Clerk)

**IN ATTENDANCE:** - 1 member of the public

**PUBLIC OPEN SESSION** – nothing was discussed

**1. APOLOGIES**

Apologies were noted from Cllr Paul Ward, Cllr Chris Webb, MBC member Cllr Steve Munford and KCC Warden team leader Sandra Edmonds

**2. FILMING OF MEETINGS**

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

**3. COUNCILLOR DECLARATIONS OF INTEREST**

The following interests were declared :

Cllr Fitzgerald - item 14.4 (payment for Village News printing)

Cllr Underdown – item 11 (as a village hall committee member)

Cllr Waring – item 11 (as a village hall committee member)

**4. REQUESTS FOR DISPENSATION**

There were no requests for dispensation.

**5. MINUTES OF MEETING HELD ON 11<sup>TH</sup> SEPTEMBER 2023**

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 / KCC WARDEN MATTERS**

There were no reported crimes for September on the e-watch.co website. No reports had been received from the Police or KCC Warden.

Cllr Underdown advised that a car had been broken into recently on Amber Lane but the resident had not reported this to the Police.

Cllr Waring advised of a foiled burglary to a residential property in the village. The Police had attended before anything was stolen but there was damage to the fabric of the building as the burglars had attempted to gain entry.

**7. CLIMATE CHANGE & BIODIVERSITY**

Cllr Sagrott stated that the recent eco hub in the town centre had been a success and a roadshow would be visiting various parishes, including Headcorn on 12<sup>th</sup> October.

Cllr Sagrott stated that he and Cllr Webb had walked part of the new Scenic Green Trail and added that the group would be applying for funding for signage.

Cllr Fitzgerald noted that MBC had issued a recent press release advising that several developers in the borough had been issued with breach of conditions notices relating to non-compliance with landscaping planning conditions.

**8. THREE YEAR STRATEGY**

Cllr Sagrott noted that a stile in the parish had been repaired recently. He explained that he and Cllr Webb were in the process of walking paths to check whether any further repairs / adaptations were required to stiles, gates etc.

The clerk advised that she had contacted the Salmon Trust regarding potential land for use as a recreation ground car park.

## 9. HIGHWAYS

Cllr Fitzgerald asked the clerk to clarify the exact location of the proposed village gateway with KCC. He added that the clerk should also request installation of a 30mph repeater sign in the vicinity. **CLERK**

Cllr Forknall noted that there was a large pothole on Brishing Road, close to the junction with the B2163. The clerk advised that she had already reported this but would report again. **CLERK**

The clerk thanked the resident in attendance for reporting worn road markings to KCC. The clerk had also reported this and noted that KCC had advised that markings would only be renewed when they were more than 50% worn.

Cllr Waring noted that the hedge at the junction of Norton Road and Warmlake Road had been cut recently but visibility was still not good. He added that there were 3 broken posts at this location and asked the clerk to report this to KCC. **CLERK**

The clerk advised that junction improvements at Norton Road / Warmlake Road had been added to the Parish Council's Highway Improvement Plan and would be discussed further at the next meeting with KCC.

## 10. D-DAY 80<sup>TH</sup> ANNIVERSARY

Cllr Fitzgerald stated that he had been in preliminary discussions with Sutton Valence Parish Council and proposed in principle that a joint D Day anniversary event be held with Sutton Valence Parish Council, assuming they are willing to go ahead. Seconded by Cllr Forknall and **Agreed** by all members. If the event does go ahead it was also **Agreed** that two Councillors (or residents, if willing) be appointed to plan and manage the event in conjunction with Sutton Valence. **CLLR FITZGERALD**

## 11. EV CHARGING POINTS

Cllr Ward had prepared a written note on installation of EV chargers in the village hall car park, which was circulated to members in advance of the meeting. A site meeting had been held and a first quote was expected soon. It was **Agreed** that Cllr Ward should obtain two further quotes for consideration at the next Parish Council meeting. **CLLR WARD**

## 12. MAIDSTONE BOROUGH COUNCIL LOCAL PLAN REVIEW – MAIN MODIFICATION CONSULTATION

Following discussion, it was **Agreed** that the Parish Council should base its response on that submitted by Boughton Monchelsea Parish Council. **CLERK**

## 13. MATTERS OF REPORT

### 13.1 County and Borough Councillors Reports

Neither Cllr Lottie Parfitt-Reid nor Cllr Steve Munford were present at the meeting.

### 13.2 Chairman's Report

Cllr Forknall noted that there had been recent fly tipping in Forge Lane which had required a road closure to clear it. He added that a telegraph pole had recently fallen down across Plough Wents Road.

### 13.3 Individual Councillors Reports

Cllrs Waring, Sagrott and Underdown had nothing further to report.

Cllr Fitzgerald reported as follows :

- Recent meeting with Golding Homes who had agreed to consider planting a small wildflower area behind the bus shelter on Amber Lane. Golding Homes had also agreed to provide the Parish Council with a copy of their sustainability plan
- Freedom of the Borough had recently been granted by MBC to the Sutton Valence and District branch of the Royal British Legion. This was in recognition of services to the borough and everything the branch has done and continues to do for the Armed Forces, veterans and families, past and present. The award also acknowledges the branch reaching its centenary. It was hoped that this accolade would help attract new members
- Nu-Venture will shortly be running a once a day, Monday to Friday bus service (number 14) between Chart Sutton, Boughton Monchelsea and Maidstone town centre. The clerk advised that she had advertised this on the Parish Council's Facebook page
- Request made to move salt bin in the centre of the village. Bin is affecting visibility and looks unsightly. Cllr Waring agreed to action **CLLR WARING**
- Water main work in Leeds village will be finished in early November, ahead of schedule

## 13.4

### Clerk's Report

The clerk had provided a written report which was circulated to members in advance of the meeting and is summarised below :

- Advertised October litter pick on Facebook and noticeboards and collected green litter bags from MBC
- Meeting with Helen Whately on 3<sup>rd</sup> November will be attended by Cllrs Forknall and Fitzgerald
- Brook Security carried out annual maintenance of the CCTV on 6<sup>th</sup> October
- Due to ongoing unacceptable behaviour from a resident, the Police have advised they will be suspending speed checks in the village until the situation is resolved. It was **Agreed** that the clerk should deliver letters to residents living behind the layby advising them that the residents only parking signs will be removed and any further incidents will be reported to the Police for their action. Clerk to advise Police that speed checks can now resume

**CLERK**

## 14. FINANCE

### 14.1 Budget Monitoring to 30<sup>th</sup> September 2023

The Budget Monitoring Report to 30<sup>th</sup> September 2023 was **Noted**

### 14.2 To note Income received since last meeting

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

HSBC Interest September 23	£22.37
Unity Trust Interest September 23	£89.58
Coxheath FC – football pitch hire, first instalment	£300.00

### 14.3 To approve payments already made

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

Unity Bank Charges 18 Aug – 3 Sep 23	£3.33	£10
HSBC Bank Charges 31 Jul – 30 Aug 23	£8.71	
Clerk's salary and office allowance – September	£805.45	

### 14.4 To resolve to make payments as presented for authorisation

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

Online payments :

009 – HMRC – PAYE and Employer's NI Sep 23	£216.58
010 – M. Fitzgerald – Village News printing	£515.00
011 - KCPFA – annual subscription	£20.00
012 – MBC – sweep / litter pick Sep 23	£84.02
013 – Brook Security – annual CCTV maintenance	£222.00
014 - S. Whitehead – litter picking Sep 23	£24.00
015 – Npower – electric bill lamppost	£33.66
016 – Mazars – audit fee	£252.00

Cheque payments :

300002 – Kenward Trust	£150.00
300003 – Three Suttons Helpline	£150.00
300004 – Heart of Kent Hospice	£150.00
300005 – Royal British Legion	£200.00
300006 – Citizens Advice	£150.00
300007 – Breast Cancer Kent	£150.00
300008 – Demelza	£150.00
300009 – Age UK	£150.00

It was **Agreed** that the following amendments should be made to the Parish Council's Santander bond account (number K09683979) :

- Add Cllr Robert Sagrott and Cllr Valerie Underdown as signatories
- Remove ex Cllr Robert MacLaughlan as a signatory
- Change correspondence address to the clerk's address at 80 Church Street, Boughton Monchelsea ME17 4HN

**15. DATE OF NEXT MEETING**

Members **Noted** the next Meeting will be held on Monday 9<sup>th</sup> October 2023 at Chart Sutton Village Hall.

**There being no further matters to be discussed, the meeting closed at 8.55pm.**