



**SUTTON VALENCE PARISH COUNCIL**

IV. **The following payments were ratified:**

1572.88	J.Burnett October salary
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**The following were agreed at this meeting**

d/d	49.13	XLN
d/d	82.02	Legal & General pensions (PC 22.37)
d/d	13.20	Tailored Auto enrolment
d/d	9.24	Engie – Pavilion Power
d/d	420.00	Lloyds Bank – Get Mapping
d/d	3.00	Lloyds Bank – Corporate card charge
	335.00	Village Hall – rent November
	60.00	Eve Poulter – Newsletter postage
	528.33	HMRC Paye month 7
	818.00	Haven Power January 2017
	203.24	Haven Power September
	50.00	P Taylor – return of allotment deposit
	50.00	British Legion wreath
	67.82	S E Water – The Harbour
	250.93	S E water - Bowhalls

Clerk will set up payments. All Cllrs can authorise. Two will need to authorise once payments are set up (not d/d) email to go around when authorised.

All Cllrs

V. Bank Reconciliation approved and signed.

VI. Performance against budget agreed

VII. 2017/18 Budget commenced

VIII. Insurance policy circulated and read by Cllrs

**The Parish Council resolved to approve the insurance policy**

13 **Recreation**

I. Correspondence - none

II. Three quote's requested to complete works as identified by tree survey. Two received

**The Parish Council resolved to accept the quote from S. Wilson for £1200.00**

III. Maintenance – fencing in south-east area of the War Memorial field has been removed.

**Action: Clerk to contact Independent School.**

Clerk

IV. **War Memorial Play Area and Field**

i. Reports

weekly report – nothing to report

monthly report – not received

V. **Car Park**

i. Parking Order – 12 places booked from 8 houses

ii. Tarmacing Quotes received from 4 companies.

**The Parish Council resolved to accept the quote from Mackelden for £13662.00**

iii Barrier Quotes

Three companies approached, two companies responded.

**The Parish Council resolved to accept the quote from Arkas for £4826.00.**

VI. Lacrosse, Football and Groundsman

VII. Pavilion

i. No response from Millbrook or Newcourt

**Action: Chairman to write**

ii. Utilitywise came up with a much better figure for the pavilion energy provider with British Gas 13.49 per unit as opposed to 18.93 for Engie. As contract was out of time. Clerk agreed to this.

Cllr Poulter

**The Parish Council resolved to ratify this decision**

iii. Vat form to be completed

VII. Harbour Play Area and Field

i. Reports:

Weekly – not available

Monthly MBC – not available

## SUTTON VALENCE PARISH COUNCIL

- ii. New Play Area:  
Strategic play area – Clerk queried why The Harbour wasn't on the list of strategic play areas. Having forwarded emails on this subject to all involved, it was agreed by the Officer that the report would be amended to include The Harbour.  
Clerk has met with two play consultants to discuss working on the project, third consultant contacted – did not come back.

**The Parish Council resolved to accept the quote from Craigdene Ltd for a maximum of £5000.00**

Questionnaire designed to go out to parishioners along with a map identifying the site

- VIII. Public Toilets  
IX. Open Spaces – Clerk instructed Steve Waring to fill in 2 holes at Bowhalls as a matter of urgency.  
X. Public Right of Way officer has come forward
- 14. Roads and Transport including lighting**
- I. Maintenance issues reported:  
II. Correspondence  
Highways tracker to be completed by 1/12/17 (after Highways conference)  
III. Speedwatch – to go in newsletter asking for volunteers to come forward.  
IV. Public Transport  
V. Lighting
- i. Utilitywise has managed to get lighting prices both green and standard from British Gas, Corona and Haven.

**The Parish Council resolved to accept the Haven green 1 year contract**

Haven Green 1 year

1900060042824 – 14.58

1900070766720 – 13.51

- ii. **Maintenance contract –**

Prime One Maintenance wish to come and talk to Parish Council about the way forward with the street lighting – 7/12/17

Report on current lights has been received.

Columns need a paint to increase their life expectancy

Brackets on telegraph poles need to be replaced

**15 Communications**

- I. Newsletter - Cllr Poulter updated the meeting. Newsletter to be re-printed and distributed using the willing parishioners.  
II. Welcome Pack to be progressed

**16 Sub-Committees & Working Groups**

**16.1 Allotments**

- I. Water supply is no longer a monopoly Clerk to shop around  
II. Meeting 6/11/17 – Cllr Poulter reported

**16.2 Jubilee – meeting of 7/11/17**

Band concert 10/12/17 – tickets to be sold

1<sup>st</sup> World War beacon 11/11/17 – as the Jubilee team were putting on the dance on 10/11/18, the suggestion was made that the Parish Council ask QHOF to organise the beacon.

**The Parish Council resolved to ask QHOF if they would organise the beacon.**

**16.3 PEG- meeting 27/9/17 to be circulated**

**17 Police – Kent Police website not updated for September**

**18. Correspondence**

- I. **Previously circulated or dealt with by the Clerk**

Helen Whately - update

Came & Co – Council Matters Autumn 2017

NHW invitation to the Maidstone and District AGM to be held on 29<sup>th</sup> November – Cllr Poulter to attend.

Invitation to Community Transport Awayday

KALC

Parish News October 2017

Inspiring Rural Communities Together Conference 2017

Clerk

- II. **On table**  
Clerks and Councils Direct  
Kent Voice
19. Village Hall  
**Defibrillator** – This has now been received. Clerk has arranged training for 20/11/17  
**QUIZ** – team members needed – 1 team
20. Toilets
- 19 Matters for next meeting - Mast
21. Date of next meeting: 14/11/17 14/12/17 – 7.15pm
22. Meeting closed: 22:05

**Acronyms**

Shlaa – strategic housing land availability assessment  
MBC – Maidstone Borough Council  
ACRK – Action with communities in Rural Kent  
CPRE – Campaign to Protect Rural England  
NP – Neighbourhood Plan  
LLV – Landscape of Local Value

NALC – National Association of Local Councils  
KALC – Kent Association of Local Councils  
SLCC – Society of Local Council Clerks  
PPF - Police/Parish Forum  
PEG – parish Enhancement Group  
PSS – Parish Service Scheme

DRAFT