

# EAST SUTTON PARISH COUNCIL

<b>Date:</b>	Wednesday 6 <sup>th</sup> September 2017 at 8:00p.m.
<b>Venue:</b>	Filmer Hall, East Sutton
<b>Present:</b>	Cllrs: Tim Turnill (Chair), Graham Edmed, Elizabeth May, Jonathan Worsfold Clerk – Mrs Janet Burnett 3 members of the public

The Chairman asked if anyone was recording - nobody

1. Apologies previously received from: Cllrs: Malcolm Ireland and Shellina Prendergast
  2. Declaration of Lobbying - none
    - I. Declaration of Changes to the Register of Interests - none
    - II. Declaration of Interest in items on the Agenda - none
    - III. Requests for Dispensation - none
  3. Minutes of the meeting held 2<sup>nd</sup> August 2017 were agreed
  4. **Cllr attendance** – Cllr Prendergast has expressed her thanks and will be available if there are any issues
  5. **Statement of internal control** – to be circulated during the month
  6. **Data protection** – Clerk reported on webinar training and the change to the data protection laws in May 2018.
  7. **Risk management** – to be circulated during the month
  8. **Police Report**
    - I. Criminal Damage - Sunday 13<sup>th</sup> of August between 7:30pm and 8:00pm in Court Broomes. Damage to roses in front garden of residential property. Other incidents reported previously.
    - II. Police Liaison meeting 20/9/17 – Cllr Worsfold to attend.
    - III. Update on PCSO's circulated
  9. **Consultations:**
    - I. Air Quality consultation response submitted by KALC – circulated
    - II. KCC - draft Local Flood Risk Management Strategy 2017-2023 circulated. The deadline for comments to KCC is 8 October.
    - III. KCC – rights of way improvement plan
  10. **Highways**

Seminar to be held 23/10/17 9.30 till 13.00 Oakwood House – attendee will be Cllr Ireland subject to confirmation
  11. **Training**

Clerk has booked on Clerks conference - £60.00  
Cllr Worsfold booked on planning training 13/9/17
  12. **Planning**
    - I. MBC decisions - none
    - II. Clerk to investigate a development order and report back
  13. **Finance**
    - I. Correspondence
    - II. **Income reported** - none
    - III. **Items agreed for payment**

D/D	13.20	Tailored Auto Enrolment
300153	37.00	SVPC – room hire
300154	150.06	J.Burnett – July
    - IV. **Bank Balances**

Nationwide – remains at 8161.70  
Unity – 8617.27
    - V. Bank reconciliation –agreed
    - VI. Performance against budget –e agreed
    - VII. Parish Service Scheme Review completed
    - VIII. External Audit - Audit received with no comments.
- The Parish Council resolved to approve the completed External Audit with no comments. Notice of conclusion of audit on website and to go on noticeboard 7/9/17**
14. Play Areas
    - I. Play area check  
Weekly – Cllr Turnill reported  
Monthly – Not available

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II. Replacement swings

To supply and fit a new flat swings and chains will be £425 (ex vat). This is based on the new seat being like for like.

**The Parish Council resolved to accept this quote**

III. Memorial bench – email from a relative of a parishioner that used to live in Court Broomes who wants to put a bench in, in memory of a relative - replacement in play area.

**The Parish Council resolved to approve this request but asked that the design of the bench come back before the Parish Council for approval.**

15. Village Hall - next event 6/10/17 Italian evening at 7:30pm

16. **Correspondence previously circulated**

- KALC – Parish News
- NALC – Chief Executive Bulletins
- Mayor's Charity Auction Dinner on Saturday, 25 November at the Mercure Maidstone Great Danes Hotel

Reports from members of the public - none

17. Additional matters to be discussed at next meeting

18. Date of next Parish Council meeting 4/10/17

Meeting closed: 20:42