

EAST SUTTON PARISH COUNCIL

Date:	Wednesday 7 th February 2018 at 8:00p.m.
Venue:	Filmer Hall, East Sutton
Present:	Cllrs: Tim Turnill (Chair), Graham Edmed, Elizabeth May, Jonathan Worsfold Clerk – Mrs Janet Burnett Two members of the public

The Chairman to ask if anyone was recording

1. Apologies previously received from: Cllrs Malcolm Ireland (JPG meeting) 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 3rd January 2018 were agreed
4. Date of Annual Parish Meeting set as 2/5/18
5. **Statement of internal control** – circulated - resend
6. **Risk management** – circulated - resend
7. **World War 1 Celebrations** – Cllr Edmed reported on the recent meeting.
8. **Data protection** – DPO to be appointed
Action: Clerk to contact appropriate companies for a quote
9. **Police Report**
 - I. Parish/Police Liaison Meeting – 17/1/18, 7pm at the Police Station, Palace Avenue – Cllr Worsfold reported
 - II. Meeting with Police & Crime Commissioner – Cllr Worsfold reported
10. **Consultations:**
 - I. KALC membership survey
Action: Clerk to complete
11. **Standing Orders and Financial Regulations** to be reviewed
12. **Highways**
13. **Training**
 - I. **GDPR workshops** – dates circulated – Clerk and Cllr Turnill attended
 - II. **Governance, Transparency and Procedure conference** – Clerk attending 8/2/18
14. **Planning**
 - I. **Recommendation to be made on:**
 - i. **18/500112/FULL/Noahs Ark Oasthouse, East Sutton Road, TN27 9PS**
Erection of a single-storey fully-glazed 'Link' between existing converted oasthouse and garage block, including conversion of part of the existing garage block into a habitable space, providing additional bedroom, bathroom, utility room and sitting room.
The Parish Council resolved to approve this application but do not wish to go to Committee
 - ii. **18/500162 The Barn At Little Moatenden, Maidstone Road, TN27 9PT**
Change of use of land for riding arena
The Parish Council resolved to approve this application but do not wish to go to Committee
 - iii. **18/500333 Noahs Ark Farm House, East Sutton Road, TN27 9PS**
Installation of a small ground mounted PV array in the garden
The Parish Council resolved to approve this application but do not wish to go to Committee, but are assuming that this will not have a visual impact on the listed building.
 - II. **MBC Decisions**
 - 17/505827/FULL Heronden, East Sutton Road, TN27 9PS**
Conversion and extension to existing stables to provide residential annexe to Heronden. **Refused**

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15. Finance

I. Correspondence

Funding agreement from MBC received. This was signed.

Request from JPG for funding towards legal advice on taking a judicial review of that part of the Maidstone Local Plan for Woodcut Farm – **to be carried forward to next meeting.**

II. Online banking – letter requesting two signatures for online banking agreed and signed

III. **Income reported - none**

IV. **Items to be agreed for payment**

D/D	13.20	Tailored Auto Enrolment
D/D	55.57	EDF
	37.00	SVPC – room hire
	148.94	J.Burnett – January
	37.20	HMRC – Paye month 10
	37.20	HMRC – Paye month 11
	88.93	SVPC – Income paid in to wrong account

V. Bank Balances

Nationwide – remains at 8161.70

Unity – 6574.14

VI. Bank reconciliation approved

VII. Performance against budget agreed

16. Play Areas

I. Play area check

Weekly – Cllr Turnill reported

Monthly – All clear

17. Village Hall

Irish night 16/3/18

AGM 19/4/18

18. Correspondence previously circulated

19. Reports from members of the public

20. Additional matters to be discussed at next meeting:

21. Date of next Parish Council meeting 7/3/18

Meeting closed:21:15