

EAST SUTTON PARISH COUNCIL

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

The Chairman asked if anyone was recording

1. Apologies previously received from: Cllrs Malcolm Ireland, Graham Edmed, Shellina Prendergast and Martin Round.
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 7th February 2018 were agreed
4. **Statement of internal control**
The Parish Council resolved to adopt the Statement of Internal Control
5. **Risk management**
The Parish Council resolved to agree the Risk Management policy
6. **WW1 celebrations** Meeting held 22/1/18 10:00am. Minutes circulated.
The Parish Council resolved to donate £50.00 towards the beacon from section 137 budget
7. **Data protection**
KALC GDPR update circulated
Data protection registration - confirmation of renewal
DPO to be appointed – Clerk has made contact with Satswana.
8. **KALC**
Chief Executive's Bulletins circulated 6 – 9/2/18, 7 – 16/2/18, 8 – 23/2/18
Minutes of the meeting held 5/2/17 circulated
Social media survey to be completed
Parish News February 2018 circulated.
9. **JPG** Cllr Ireland attended the meeting on 7/2/18 and circulated a report which was discussed. In that report Parishes were asked to consider helping towards there costs.
Action: decision to be carried forward
10. **Police**
 - I. Correspondence previously circulated
ewatch 13/2/18, 16/2/18, 20/2/18, 27/2/18, 2/3/18, 6/3/18
Kent PCC Newsletter – February 2018
Joint Meeting Minutes + Directions for future Meetings + NhW Assoc AGM Minutes
No change to the PCSO for East Sutton
11. **Consultations:**
 - I. Local Government ethical standards - Stakeholder Consultation - deadline 5pm on 18/5/18
 - II. A20 Harrietsham Highway Improvements Scheme
 - III. Kent Mineral Sites plan options
 - IV. Early Partial Review of Kent Minerals and Waste Local Plan – Consultation
 - V. South East water's draft Water Resources Management Plan.
 - VI. New Consultation on Taxi and Hackney Carriages in Maidstone
12. **Standing Orders and Financial Regulations** to be reviewed
13. **Highways**
 - I Chartway Street – damage caused by temporary diversion – Cllr Turnill reported.
Action: Clerk to contact Highways and ascertain what is happening regarding the remedial works to be carried out.
 - II Stickfast Brick Kiln Lane need sweeping at the edges.
 - III Clerk to ask a local farmer along to the next meeting regarding highways.

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14. Training

- I. Annual Planning conference Lenham 16 March 2018 – Cllr Ireland attending
- II. Flood Warden training - 12 March 2018 - Addington, West Malling
- III. GDPR workshops – dates circulated – Clerk and Cllr Turnill attended
- IV. Encryption on Wednesday 28th March 2018 at Lenham Community Centre from 1.30.

15. Planning

- I. **MBC Decisions** – nothing to report

16. Finance

- I. Correspondence
Guidance on Local Government investments to be circulated
Request from JPG for funding towards legal advice on taking a judicial review of that part of the Maidstone Local Plan for Woodcut Farm – **carried forward to next meeting.**
- II. Online banking –two signatures for online banking set up
- III. **Income reported** - none
- IV. **Items agreed for payment**

| | | |
|-----|--------|---|
| D/D | 13.20 | Tailored Auto Enrolment |
| D/D | 55.57 | EDF |
| | 37.00 | SVPC – room hire |
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| | | To be agreed during the month - SVPC Expenses |
| | 238.93 | J.Burnett – February & Expenses |
| | 285.00 | Village Hall |
| | 140.00 | T Harris grass cutting |
| | 108.00 | KALC training |
- V. Bank Balances
Nationwide – remains at 8161.70
Unity – 6121.10
- VI. Bank reconciliation approved
- VII. Performance against budget agreed

17. Play Areas

- I. Play area check
 - Weekly – Cllr Turnill reported
 - Monthly – Bench removed concrete pad tilted up on corner trip hazard

18. Village Hall

Irish night 16/3/18
AGM 19/4/18

19. Correspondence previously circulated

On table:

Clerks & Councils direct

20. Reports from members of the public

21. Additional matters to be discussed at next meeting:

22. Date of next Parish Council meeting 4/4/18

Meeting closed: 21.00