

## EAST SUTTON PARISH COUNCIL

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| <b>Date:</b>    | Wednesday 7 <sup>th</sup> March 2018 at 8:00p.m.   |
| <b>Venue:</b>   | Filmer Hall, East Sutton   |
| <b>Present:</b> | Cllrs: Tim Turnill (Chair), Elizabeth May, Jonathan Worsfold<br>Clerk – Mrs Janet Burnett<br>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 7<sup>th</sup> February 2018 were agreed
4. **Statement of internal control**  

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| <b>The Parish Council resolved to adopt the Statement of Internal Control</b> |
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5. **Risk management**  

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| <b>The Parish Council resolved to agree the Risk Management policy</b> |
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6. **WW1 celebrations** Meeting held 22/1/18 10:00am. Minutes circulated.  

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| <b>The Parish Council resolved to donate £50.00 towards the beacon from section 137 budget</b> |
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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.  

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| <b>Action: decision to be carried forward</b> |
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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.  

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| <b>Action: Clerk to contact Highways and ascertain what is happening regarding the remedial works to be carried out.</b> |
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  - 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 28<sup>th</sup> 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                              |
|     | 37.00  | SVPC – room hire                              |
|     |        | 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