

Minutes

Meeting held in Sutton Community Centre on Tuesday 22nd June 2021 at 7.30 pm.

- 1. Present and Apologies** B Merriman (Chair)
G Akhurst
G Smith
H Densham
KCC Member Steve Manion
S Smith (Clerk)
9 Members of the public
- Apologies: A Calthorpe
K Little
DDC Member Nick Kenton

2. Declarations of interest

Cllr Merriman declared an interest on item 9. Finance

3. To note the APM draft minutes 4 May 2021 for any actions required

No actions

4. Approval of the AGM minutes 4 May 2021

The minutes were proposed as a true record of the meeting by Cllr Akhurst seconded by Cllr Smith and all members voted in favour

5. Approval of the minutes 4 May 2021

The minutes were proposed as a true record of the meeting by Cllr Akhurst seconded by Cllr Smith and all members voted in favour

6. Matters arising from the AGM minutes 4 May 2021

None

7. Matters arising from the minutes 4 May 2021

Lynwood. Awaiting update from DDC

Pilgrims Nook gate. Awaiting updated from DDC

Donated bench. Installed at the playing field

Risk assessment. To be revisited as government guidelines unfold. To go on the July agenda.

Salt. A supply has been received from KCC ready to go in the bins.

Allotment rental. Renewal letters have gone out and all plot holders have paid.

Great Napchester Farm. DDC Enforcement are looking into the works going on at the site.

8. Visitors

Visitors requested to speak later in the meeting on planning issues.

9. Finance

Cllr Merriman left the meeting.

i) To approve the payment schedule for June was proposed by Cllr Densham seconded by Cllr Akhurst and all members voted in favour.

Chq No.

001446	Clerk	May wages		£ 347.50
001447	Clerk	May ex	£ 20.00	
		Onedrive	£ 13.68	£ 33.68
001448	McCabe Ford Williams	Payroll advice on P11D ex		£ 66.00

001449	Information Commissioner	Data Protection fee	£ 40.00
001450	Southern Water	Allotment water (2/12/20 to 31/3/21)	£ 19.62
001451	B Merriman	Wood, bench repair and teak oil	£ 80.96

Cllr Merriman returned to the meeting.

10. Signing and Approval of the Annual Return

i) Certificate of Exemption. The Parish Council to certify itself as exempt from a limited assurance review under section 9 of the Local audit (Smaller Authorities) Regulations 2015. This was proposed by Cllr Akhurst, seconded by Cllr Densham and all members voted in favour. The Certificate of exemption was signed by the Chair. Clerk to send away the Certificate to the external auditors.

ii) Annual Governance and Accountability Return (Part 2) made up of:

1. Annual Internal Audit report. Completed by the internal auditor. The report was read out to the meeting.

2. Section 1 - Annual Governance Statement. To approve the statement was proposed by Cllr Akhurst seconded by Cllr Smith and all members voted in favour.

3. Section 2 - Accounting Statements. To approve the statements was proposed by Cllr Akhurst, seconded by Cllr Densham and all members voted in favour.

11. Local Planning:

For consideration by Councillors:

i) DOV/21/00626 Manor Farm , Willow Woods Road, Little Mongeham, CT14 OHR

This application was discussed at the last meeting and the Council had already submitted their response to DDC. It was noted that since then various correspondence from local residents opposing to the application had been received. All such correspondence had been circulated to councillors and the local residents had been advised to contact DDC Planning directly to express their views.

ii) DOV/21/00701 4 Stoneheap Cottages , Stoneheap Bottom Road, Little Mongeham, CT14 OHS
Erection of a two storey side extension and a single storey rear extension, steps with railings to front (existing side extension and rear boot room to be demolished)

To support the application was proposed by Cllr Akhurst seconded by Cllr Merriman and all members voted in favour. Clerk to submit response to DDC Planning.

iii) DOV/21/00731 Land North Of Eastling Down Farm Cottages And East Of Sandwich Road, Waldershare, CT15 5AS,

Change of use to Gypsy/Traveller Site for 8no. pitches with 1no. static, 1no. tourer, 2no. parking spaces and dayroom per pitch (part retrospective) Location: Land North Of Eastling Down Farm Cottages And East Of Sandwich Road, Waldershare, CT15 5AS,

A brief planning history of the site was given. The Councillors discussed the application, Cllr Stephen Manion's detailed submission (on behalf of local residents) being the basis of their discussion. To object to the application and refer to the objections as set out in the document submitted by Cllr Stephen Manion was proposed by Cllr Smith seconded by Cllr Densham and all members voted in favour. Clerk to submit response to DDC Planning.

iv) DOV/21/00628 Fir Tree Farm, Chapel Lane, Ashley, Kent

Siting of a static caravan for residential use (temporary for a 3 year period) (retrospective)

The site had been visited by Cllr Merriman and Cllr Smith. Representations were made from members of the public. Taking these into account, the Parish Council decided to support the application on the basis that a legal condition is attached to the consent to ensure that the mobile home is removed by April 2023 and the land is returned to its original condition. This was proposed

by Cllr Smith seconded by Cllr Merriman and all members voted in favour. Clerk to submit response to DDC Planning.

v) DOV/21/00738 Hillcrest, Strakers Hill, East Studdal CT15 5BS

Variation of Condition 2 (approved plans) of planning permission DOV/20/01141 to reduce the size of extension (application under Section 73)

To support the application was proposed by Cllr Merriman seconded by Cllr Akhurst and all members voted in favour. Clerk to submit response to DDC Planning.

vi) DOV/21/00797 Longview , Roman Road, Maydensole, CT15 5HR

Change of use of land and the erection of 3no. holiday lets with 1no. rooflight each, erection of a fence and associated parking (existing buildings to be demolished) (part retrospective)

The Council decided not to comment on the application.

vii) DOV/21/00879 Forge Farm House , Forge Lane, Sutton, CT15 5DG

Erection of two storey rear and single storey side extensions, side porch, balcony with glass balustrade, alterations/replacement windows, entrance walls, sunken patio, rear steps and installation of underground propane gas tank (existing garage/games room and side porch to be demolished)

To support the application on the assumption that DDC Conservation/Heritage will take a look at the colour of the entrance wall to see whether it is appropriate for the area. This was proposed by Cllr Akhurst seconded by Cllr Merriman and all members voted in favour. Clerk to submit response to DDC Planning.

viii) DOV/21/00953 Koringi, Downs Road, East Studdal, CT15 5DB

Erection of a single storey rear extension, relocation of raised decking with glass balustrade and steps.

To support the application was proposed by Cllr Merriman seconded by Cllr Akhurst and all members voted in favour. Clerk to submit response to DDC Planning.

Noted:

i) 21/00433 Briar House Waldershare Road Ashley CT15 5JA

Erection of a front porch, bay window and alterations to materials and fenestration to elevations (existing front porch to be demolished). Permission granted.

ii) 21/00398 22 Downs Close East Studdal CT15 5BY

Erection of a detached garage. Permission refused

iii) DOV/21/00483 The Bungalow, Downs Road, East Studdal CT15 5BX

Erection of single storey front/side extension. Permission granted.

iv) DOV/21/00528 Three Horse Shoes, Homestead Lane, East Studdal CT15 5BL

Insertion of rooflight to rear roof slope. Permission granted.

12. Report from DDC/KCC

Cllr Steve Manion reported on the following:

Government help. KCC are asking for help from the Government to look after the asylum seeking children arriving in Kent.

Planning. There are lots of issues being dealt with.

Waste collection service. This service has been problematical since the new contractor took over.

A question was asked as to why the Sutton lanes are not being cut when other local parishes are.

Cllr Manion offered to look into this and to also follow up why there had been no road sweeper for months.

13. Litter Pick

Councillors decided it was too late in the season to carry out a litter pick because of the recent growth of grass and weeds. To go on the January agenda next year for a spring event in 2022

14. Playing field

The field has been partly mowed leaving the wild flower area. The grass cutting contractor to be asked to cut this area by the end of July ready for the school holidays. Clerk to action. The painting of the youth shelter and base of the concrete table are hopefully going to be completed by mid July.

A query arose as to why the grass under the trees at Jack's bush had not been cut. Clerk to find out.

15. Allotment

To clarify plot size. To go on the July agenda.

16. Orchard

i) Risk assessment. To be revisited at the next meeting.

ii) Community event. It was decided to cancel the event due to be held on 11 July due to concerns over the delayed Covid opening up guidelines and it was decided to wait for the next government announcement. The next event will hopefully be the apple day event in September.

17. Correspondence.

NHS 111 First Communications. Agreed to publicise the information in the parish. Clerk to action.

Footpath query from local resident. An email had been received querying who is responsible for cutting the footpath running from Downs Road to Pixwell Point, Beacon Hill. Highways to be contacted so see if it is on their list to cut. Clerk to action.

18. Agenda items held over to the September meeting

New Planning policy. New litter bins in the parish. Community led housing.

19. Any other business to report/matters to discuss

An email from DDC Monitoring Office had been received reminding all councillors they are individually responsible for keeping their pecuniary interest forms registered with DDC, up to date.

20. Date and status of next meeting:

Tuesday 27th July 2021 7.30 pm - Sutton Parish Community Centre

Tuesday 7th September 2021 7.30 pm - Venue to be confirmed

Meeting closed: 20.50

Signed: Cllr B Merriman

Date: 27th July 2021

A paper copy is on file with the Clerk.