

Minutes

Held in Sutton Community Centre on Tuesday 3rd May 2022 at 7.30 pm.

- 1. Present and Apologies**
- B Merriman (Chair)
 - G Akhurst
 - G Smith
 - H Densham
 - D Willet
 - A Calthorpe
 - L Steger
 - S Smith (Clerk)
 - KCC Member Steve Manion
 - 8 Members of the public

Apologies

2. Declarations of interest

Cllr Merriman declared an interest on item 6. finance

3. Approval of the minutes 5th April 2022

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

4. Matters arising from the minutes 5th April 2022

Southern Water. No update

Dangerous tree, Ashley. No update.

Burning of horse manure. DDC have advised that the local resident making the complaint should contact them directly and this information has been passed on.

Bus funding consultation. The response has been submitted. 10 paper copies were supplied by the parish council for local residents to complete.

Litter pick. This had gone ahead on 9th April. Although there had only been 10 participants, most of the parish had been litter picked. The rubbish had been taken to the KCC recycling centre in the afternoon.

Broken tree at playing field. All sorted, kindly cleared by the tree warden.

Allotments. Latest meter reading confirmed.

Caravans behind the Memorial Garden. No further response from DDC.

5. Visitors

The new owner of the piece of land opposite Highfield Stables, Stoneheap Road and his business associate explained to the meeting that there would shortly be an application for a new building submitted on this piece of land. Although aware of the planning history of this site, they felt positive that with a full ecological survey, the land may be granted permission. Plans were left for the councillors to look over at their leisure and the land owner welcomed any questions from both the Council and local residents. A contact email has been left with the Clerk for this purpose. Cllr Merriman thanked the visitors for coming along to speak at the meeting.

6. Finance

Cllr Merriman left the meeting.

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

Chq No.			
001491 Clerk	April wages		£367.50
001492 Clerk	April ex	Onedrive	£13.68
		Hall heating	£ 4.00
		Paper	£ 4.00
			£ 21.68
001493 KALC	Annual Subscription		£346.49
001494 B Merriman	Litter pick expenses		£ 23.25

Cllr Merriman returned to the meeting.

ii) Received DDC advice of £13,149.00 precept payment. Noted

7. Audit timetable

The year end accounts are all on schedule to meet the timetable set out by the external auditors. Accounts to be approved at the June meeting.

8. Insurance

The Council's policy is in the third year of a fixed rate contract. To renew the insurance at a premium of £420.64 was proposed by Cllr Akhurst seconded by Cllr Willet and all members voted in favour.

9. Website

In order to comply with accessibility regulations and for the latest safety and security features, it was agreed to upgrade the website to the new NetWise V2 theme at a one-off fee of £199. This was proposed by Cllr Willet seconded by Cllr Smith and all members voted in favour.

10. Annual Review of Documents

- i) Asset Register. Updated to include the value of the defibrillator, battery, pads, new laptop and printer making total assets of £40,209 and a correction was made to the style of gates recorded.
- ii) Standing Orders. No comment.
- iii) Code of Conduct. No comment.
- iv) Financial regulations. No comment.
- v) Risk assessment. Covid clause Briefly discussed, no alteration deemed necessary.
- vi) Maintenance of physical asset. Cllr Merriman kindly offered to do another inspection in August. Councillors agreed to accept all documents.

11. Local Community

- i) Verge bollards opposite Canton. Highways have confirmed receipt of the application. A query is outstanding on the site plan required.
- ii) New light in Downs Road update. Cllr Manion took this up with KCC and the query was passed on to DDC which Cllr Manion also followed up to add his support to. No further communication from DDC has been received.

12. APM

Meeting booked for Tuesday 31st May 2022 in Sutton Parish Community Centre at 7.30pm. It was agreed to invite local organisations to give a brief verbal or written report. To include representatives from the Community Centre, Sutton Church, John Foche Charity, Chocksgoaway and the local PCSO. Clerk to action.

Cllr Calthorpe kindly agreed to provide refreshments. To spend up to £50 was proposed by Cllr Merriman seconded by Cllr Steger and all members voted in favour. The date of the APM has been advertised on the website, Rural Roundup and a notice of the event will go up in the notice boards. Clerk to action. Cllrs to pass on information about the event to local residents. Cllr Calthorpe offered to add the event to the parish Facebook page.

13. Local Planning

For consideration by Councillors:

- i) DOV/22/00395 The Franklin , Roman Road, East Studdal, CT15 5FJ

Change of use of land to garden land and the erection of detached annexe for ancillary use.

A representative for the water and heating supplier at the existing property explained to the Council that the current arrangement for the supply of heating and mains water will not stretch to another property on this site and requested that a note be made that a new water main would need to be installed to service the proposed property.

The Council decided to object to the application for the following reasons:

1. It is not within the village confines.
2. It is a large stand-alone building which from the plans appears that it could become a separate plot rather than an annex to the existing building.
3. The proposed property is not on mains drainage as stated in the application.
4. The Council has been made aware that the current arrangement for the supply of heating and mains water will not stretch to another property on this site. A new water main would need to be installed to service the proposed property. This response was proposed by Cllr Merriman seconded by Cllr Willet and all members voted in favour. Clerk to submit response to DDC Planning.

Noted.

i) DOV/22/00288 Newlands Farm Stoneheap Road East Studdal CT15 5BU

Variation of Condition 10 (foul sewage) of planning permission DOV/19/01473 to allow amendments (application under Section 73) (erection of 3no. detached dwellings with associated parking and a single detached garage for existing property (existing 7no. barns to be demolished) DDC Granted permission

14. Report from DDC/KCC

KCC Member Steve Manion reported on the following:

Operation Brock.

Electric van trials for businesses are now available.

The Job Fair in Dover is being supported by DDC

KCC has a dedicated website for Ukrainian refugees

A query arose as to whether KCC has any say in the proposed closure of the M2 in both directions over weekends in May. Cllr Manion assured the meeting that he had heard the motorway would not be closed when Operation Brock is on.

15. Playing field

i) Youth shelter. Cllr Willet has purchased the paint for the shelter and concrete base of the picnic table.

ii) Picnic table bolt covers. It was agreed to see what Rospa says about the bolt covers.

16. Allotments

i) Discuss grant funding application. Cllr Steger had circulated an email to allotment holders to explain the amount of grant that can be applied for and to ask for suggestions of any equipment etc required. The application process was explained to the members. Quotes and estimates would be needed before an application could be submitted. The application approval could take up to 3 months and the allotment site may be visited to check the application details. There is no cut-off date as the funding is available all year round. Ideas put forward so far for possible funding requests are new compost bins, repairs to the entrance gate, improved water supply, installation of a pond and compost toilet. It was noted that before any new property was acquired by the Council, liability issues would need to be considered. All ideas to be brought to the June meeting for further discussion.

The waiting list consisting of 3 people was briefly discussed. It would appear that other councils have considered halving the size of plots or buying/renting extra land for new plots. It was clarified that only allotments returned for reallocation would be split, not existing ones. To be discussed again at the June meeting.

17. Orchard

All looking good. The blossom is out. The grass has been cut leaving an uncut area in front of the bees. It was felt this may be a good deterrent to stop people getting too close to the hives.

A question arose as to who holds the key to the gate. Clerk to investigate.

18. Queen's jubilee celebrations

Cllr Merriman is the council representative on the event committee. Notices have gone up on telegraph poles to advertise the event and leaflets are to be delivered to the whole parish.

The committee wished to thank Cllr Steve Manion for his generous grant of £670 from his KCC Members grant.

The Community Hall committee asked for a donation towards the jubilee event to go towards the hall and table decorations. To donate £300 under Section 137 of the Local Government Act 1972 was proposed by Cllr Merriman seconded by Cllr Smith and all members voted in favour.

19. Correspondence.

i) NALC. Letter to smaller local councils. To reply apologising for late response, and to agree with the NALC decision to consider planning consultations practice. One Councillor commented that the Councillors have unfortunately found themselves particularly unhappy with the relationship they have with the Planning Department at DDC. If they have already discussed this topic feedback would be welcome. Clerk to action.

20. Any other business to report/matters to discuss

Concerns were voiced that the various grass areas which the parish council are responsible for are looking untidy. The contractor to be asked for the plan throughout the summer for keeping on top of the grass cutting. Clerk to action

Thank you to the people in the parish who look after the Silver Jubilee boxes around the village as they are looking lovely.

Two planning applications, one at Outrigger and the other at Wentways Farm were mentioned but these will be discussed at the the June meeting.

The verges are looking overgrown and it was queried whether Highways will be cutting them soon.

21. Date and status of next meetings.

APM Tuesday 31st May 2022 7.30pm – Sutton Parish Community Centre

Monthly Tuesday 7th June 2022 7.30pm – Sutton Parish Community Centre. Clerk to book hall

Meeting closed: 9.00pm