

Date:	Wednesday 3 rd December 2025 8.00pm
Venue:	Filmer Hall
Present:	CLRs: Tim Turnill, Nigel Edmed, Elizabeth May, Melanie Russell Clerk Emma Hull

The Chairman asked if anyone was recording. – no recording took place

Submissions from members of the public, Borough and Kent County Council Councillors, and Police

Apologies from CLRs Martin Round and Ziggy Trzebinski due to MBC Full Council Meeting

1. Apologies from CLr R Williamson was accepted
2. Declaration of Lobbying
 - 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 5th November 2025 to be carried over to the next meeting
4. The following were reviewed and adopted
 - I) Standing Orders
 - II) Financial Regulations
5. Highways potholes on East Sutton Hill and Friday Steet and blocked gullies to be reported on KCC fault reporting app
6. Public Transport
7. Planning

Recommendation was made on

 - I) 25/504705/FULL Retrospective change of use of land to 1no plot residential Gypsy site to include fencing, hardstanding, cesspit and soft landscaping. Land South East Of Kildale Maidstone Road Headcorn Kent TN27

The Parish Council resolved to make no comment on this application
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8. Police The Clerk to write to Police Headquarters in regards to who is the police representative for East Sutton
9. Finance
 - I. Bank balances
Unity £6,595.17
Nationwide £8,550.90
 - II. Income – none
 - III. Expenditure

I)The following expenditure was ratified

Name	Detail	Amount
Tailored Auto	Pension Admin	15.84
Staff	Costs HMRC and salary	327.60
E Hull	123 Reg web hosting renewal	71.86
Satswana	DPO Service	90.00
BT	Broadband	41.83
Royal British Legion	Wreath for Remembrance Service	20.00

Unity	Bank Charge	6.00
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II)The following was agreed

SVPC	Final office rent charge	39.00
Staff	Costs HMRC and Salary	218.40

IV. Reconciliation of bank was approved

V. Budget 25/26 was discussed, The Clerk to make some adjustments and bring back to the January meeting

10. Play area – The Clerk to contact East Sutton Park to see if they can help with the cleaning of the equipment, and to make enquiries in regard to having some overhanging tree branches trimmed back. Factor in the painting of the swing frames in next years budget.

I)Lease update – no update

11. Correspondence – none received

Meeting Closed 21.00