

EAST SUTTON PARISH COUNCIL

Date:	Wednesday 7 th June 2023 at 8.00pm
Venue:	Filmer Hall
Present:	Cllrs: Tim Turnill (Chairman), Malcolm Ireland, Nigel Edmed, Jonathan Worsfold, Elizabeth May Clerk – Mrs Emma Hull

The Chairman to ask if anyone was recording – no recording took place

Submissions from members of the public, Borough and Kent County Council Councillors, and Police None took place

1. Apologies previously received from - no apologies received
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 3rd May 2023 were agreed, signed and dated by the Chairman
- 4 . Training – none
5. Maidstone Borough Design and Sustainability Development Document Regulation 18 Consultation –circulated
6. To agree insurance for new notice boards - noted
7. Highways –

Action Cllr Ireland to contact J Cunningham KCC Re update on potholes

8. Public Transport – nothing to report

9. Planning:

Recommendations to be ratified on

- i) 23/501666/FULL Friday Street Farm Friday Street East Sutton Maidstone Kent ME17 ED Change of use of an agricultural building to a Brewery (Class B2), including internal alterations and creation of a new internal staircase and mezzanine.

Due to not receiving sufficient number of comments in the specified time scale, the Clerk was unable to submit a comment on behalf of the Parish Council
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Recommendation to be made on

- ii) 23/501902/LBC The Barn At Little Moatenden Maidstone Road Headcorn Ashford Kent TN27 9PT. Listed Building consent for the installation of a solar panel system on detached barn.

The Parish Council resolved no comment on this application
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The Barn At Little Moatenden Maidstone Road Headcorn Ashford Kent TN27 9PT.
Installation of a solar panel system on detached barn.

The Parish Council resolved no comment on this application
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10. Police –

Action – Clerk to make enquiries into missing post box
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11. Finance

- I. Bank balances
 - Unity 11,901.88
 - Nationwide
- II. Income – none

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III. Expenditure

i) The following expenditure was approved.

SVPC	£39.00	Room Rent May
NEdmend	£22.04	No Public Access signs

ii) The following expenditure was ratified

Plus Net	£28.87	Broadband
Tailored Auto	£13.20	Pension Admin
Lionel Robins	£60.00	Internal Auditor
E Hull	£59.99	Microsoft – subscription
E Hull	£373.06	Salary April and May

IV. Internal audit - distributed

The Parish Council noted the Internal Auditors comments

V. Annual audit – to complete the exemption certificate as a smaller council

The Parish Council resolved to complete the exemption certificate as a smaller council
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VI. External Audit – Annual Governance and Accountability Return

- i) The Parish Council to review the effectiveness of the system of internal control and resolve to approve the Annual Governance statement 2022/23

The Parish Council reviewed the effectiveness of the system of internal control and resolved to approve the Annual Governance statement 2022/23

- ii) The Parish Council to consider The Accounting statements 2022/23 and resolve to approve the Accounting Statement.

The Parish Council considered the Accounting statements 2022/23 and resolved to approve the Accounting Statement
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- iii) Notice of the period for the exercise of public rights was set as 13th June 2023 to 24th July 2023

- iv) Appointment and scope of Internal Auditor -

The Parish Council resolved that Lionel Robbins be re-appointed as the Internal Auditor for 2023/24 and that the scope of work completed would enable him to complete Annual Internal Report for 2023/24
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12. Play areas including fencing – signs have been placed

13. Filmer Hall Lease

- i) To consider and agree terms of engagement from Whitehead Monkton

The Parish Council resolved to approve the terms of engagement with fees to not go over £2,000
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14. Correspondence – none

Meeting Closed 21.20

Date of next Parish Council Meeting 5/7/23