# SUTTON-AT-HONE & HAWLEY PARISH COUNCIL

01322 862291 53 Main Road

Sutton-at-Hone

Dartford, Kent

DA4 9HQ

You are hereby summoned to attend a meeting of the Sutton-at-Hone & Hawley Parish Council to be held on Thursday 17th Sept 2020 at 7.30pm where the following business will be transacted:

*The COVID-19 Coronavirus pandemic and the unprecedented Government measures in response to the crisis (e.g. prohibitions on gatherings, social distancing, self-isolation and shielding of those deemed to be the most vulnerable) have meant that the requirement for local authorities to hold public meetings in person with all members present in one place cannot currently be met. The statutory requirements for meetings are mainly contained in the Local Government Act 1972 (“the 1972 Act”) and the Public Bodies (Admission to Meetings) Act 1960 (“the 1960 Act”).*

*In recognition of the difficulties of holding and attending meetings, the Government included s.78 in the Coronavirus Act 2020 and provided the Secretary of State with the power to make Regulations for the provision of holding alternative format meetings.*

*As such, this meeting will be held under terms agreed by Members being to conduct the Council business via internet link.*

*Additionally the legislation allowed for the cancellation of the Annual Parish Council meeting and all current appointments continue until May 2021.*

**1. APOLOGIES FOR ABSENCE**

**2. DECLARATIONS OF INTEREST**

**a) UPDATE OF DECLARATIONS OF INTEREST**

**b) UPDATES FOR THIS MEETING**

**c) DISPENSATION TO DISCUSS COUNCIL BUDGET**

**3. MANAGEMENT**

a) Accounts. To approve the payment of the following accounts:

**General**

DBC Business Rates (6mnths) £1322.00

JRGGS Grounds Maintenance (July & Aug) £630.00

Timber Mouldings Pavilion-sundries £100.32

Came & Co Insurance Premium £3017.82

Locks N Tools Key cutting £46.37

KCPFA Annual subs £10.00

DBC Licence fee £70.00

British Gas Pavilion elec (replacement) £126.14

Erith Flooring Ltd Pavilion flooring £3780.00

**Burial**

GSG Grounds Maintenance £1100.00

GSG Interments £50.00

**Lighting**

E.On Streetlighting-energy £421.55

Bank Balances as at 31/08/20:

1. £10084.88

2. £2588.66

3. £52972.16

Total: £65645.70

b) Minutes. To approve as a correct record Minutes of the meeting held on 16th July 2020, a copy of which has been circulated.

c) Matters arising from minutes not detailed on the agenda.

**Solar light on Barfield Green**. To receive results of the consultation with residents to determine confirmation of installation.

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| **RESOLUTION: To agree to install a solar light on Barfield Green footpath at a cost of £1685.00 + VAT** |

**HR Committee** HR policies as distributed have been agreed.

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| **RECOMMENDATION: The Clerk be consulted on the HR policies now agreed by the committee.** |

**Land in Parsonage Lane.** Clerk has applied for and obtained a KCC Cultivation licence in order for council to tidy and maintain the strip of land outside the car park boundary.

d) Questions from the public & press (10 mins maximum)

e) Urgent agenda items

f) Items for discussion

**Sale of Parish Council Office** To receive update.

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| **RESOLUTION; To agree to progress sale of the parish office for £175,000, to completion, subject to satisfactory contract detail. Should the contract detail not be available at time of meeting, to delegate agreement of detail to Chair/Vice Chair/Clerk** |

**Burial ground.**  Waste and rubbish clearance. Proposal to hire a skip on long term basis to be sited at the western end of the site, camouflaged by fencing/gates. Install wheelie bins for public use and these to feed into the skip. Initial skip needed to clear immediate build up

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| **RESOLUTION: To best manage the waste and recycling at the burial ground, council will install a permanent waste site, not accessible to the public. Wheelie bins will be situated in the grounds for public use.** |

**Planter/Longmarsh View** Request by residents of Longmarsh View for £150 donation from council to supply plants. Supporting info: This planter has also had a plaque dedicated to a past local resident Keith Warner thanking him for services to the parish

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| **RESOLUTION: The council agrees to donate £150 for purchase of plants for village planter subject to proof of cost/purchase.** |

**Social Media Accounts** To discuss management of social media accounts with reference to compliance with GDPR framework. Proposal for Clerk to revise the social media policy and bring draft to next meeting for approval.

**Chapelfields Allotments** Receipt of costings for repair/adaption of water supply. Parts £175.00, labour £0

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| **RESOLUTION: The council agrees to the cost of £175.00 for the repair/adaptation of the water supply at Chapelfields allotment.** |

**FC Sutton Dynamo Licence** To discuss non-submission of information requested in licence resulting in breach.

**Development of Parsonage Lane Pavilion**

To receive update on works to date.

To review and discuss all working party submissions, discuss and vote on preferred option.

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| **RESOLUTION**: **The council to vote on the following 3 options**  **1.The council agree to progress under the single user option to run and manage the pavilion and/or playing field.**  **2. The Council agree to pursue the establishment of a Charitable Trust to run and manage the pavilion and/or playing field**  **3. The council agree to continue to manage the pavilion and playing field** |

g) Items for information

h) Parish Councillors Report

j) Clerk’s Report

**Hawley Pavilion Car Park**  Overnight and constant public use by non-users. Proposal to post flyers on vehicles.

4. PLANNING

As determined by the planning sub committee;

**NO OBJECTIONS/COMMENTS**

Use of land for stationing of a static caravan for a gypsy family (retrospective application) (removal or variation of condition 1 of DA/12/00574/FUL)

The Stables

Station Road

Sutton At Hone

Kent

DA4 9BA

Conversion and extension of existing stable block into detached 3 bedroom bungalow and change of use of paddocks to residential curtilage

Land Rear Of

Barton Road

Sutton At Hone

DA4 9EA

Extensions and alterations to existing bungalow, including front, side and rear additions and rear dormer windows to create two semi-detached bungalows. Associated landscaping, access and parking

57 Alfred Road

Hawley

Kent

DA2 7SG

Kathryn Gale

Clerk to the Parish Council