# 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 Oct 15th 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**

To note the resignation of Mark Maddison on 5th Oct 2020.

Election of Chair:

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| **RESOLUTION: The council agree to elect a Chair at this meeting. Formal processs will follow** |

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| **RESOLUTION: The council agree to defer the election of Chair until meeting (stipulated date)** |

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

**General**

JRGGS Grounds Maintenance £671.67

SL Treecare Tree removal £360.00

L Mills Plants for planter £145.20

British Gas Pavilion-elec £282.15

**Burial**

GSG Grounds Maintenance £1050.00

**Lighting**

Streetlights Repairs £258.00

E.ON Energy £407.95

b) Minutes. To approve as a correct record minutes of the meeting held on Sept 17th 2020, a copy of which has been circulated.

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

HR Policies Update. Committee meeting held 13th Oct 2020

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

e) Urgent agenda items

f) Items for discussion

Office sale & move Update and actions. See attached

FC Sutton Dynamos Received:

Request to use floodlights for night time training. See supporting documentation

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| RECOMMENDATION: This council agrees to the variation to the licence in terms of usage times and the connection of LED floodlights to the existing power supply. Consideration will be given to an outside power supply for future seasons. |

Request for mobile drinks unit to trade at Hawley pavilion . See supporting documentation

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| RECOMMENDATION: This council agrees that one parking space in Hawley Pavilion car park can be used for a mobile drinks unit (non alcoholic) to trade during the hours of use under the FCSD licence 20/21 season. |

CMHASD Renewal of licence for 2020/21. Draft attached

Parsonage Lane Pavilion Plans for renovation/refurbishment-update.

PCC request. Receipt of letter on behalf of the PCC regarding installation of handbasin in the toilet area plus outside lighting and improved pathway. Copy attached:

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| **RESOLUTION: The council agrees in principle to the installation of a handbasin in the ladies toilet in the Sexton’s building, plus installation of an outside light on the building and to improve the pathway to the building. Clerk to take matter forward and return costs/feasibility/admin to the Nov meeting.** |

Assets Responsibilities:

Proposal for formation of a Rec Grounds committee to oversee matters connected to Parsonage Lane Pavilion & King George’s Field

Proposal that individual members take responsibility for each of the council assets. See attached list.

Hawley Pavilion Trust. Appointment of Holding Trustees to Hawley Pavilion Trust. See attached

g) Items for information

h) Parish Councillors Report

j) Clerk’s Report

Suggested signage for Parsonage Lane Car Peak entrance-attached. To be followed by another more descriptive sign when the facility is renovated.

4. PLANNING

As determined by the planning sub committee; No objections:

Erection of glasshouse (with associated cut and fill engineering works) with ancillary water tank for horticultural production and engineering works to retain a level platform for open storage associated with horticulture (part retrospective) (removal of condition 8 of planning permission DA/19/01100/FUL which requires the glasshouse and water tank to be demolished if their horticultural use ceases.

**Hawley Garden Centre**

**Hawley Road**

**Hawley**

**DA2 7RB**

Remove existing front window and brickwork below, replace with Bi-fold doors

**24 Barton Road**

**Sutton At Hone**

**Kent**

**DA4 9EA**

Application for a Lawful Development Certificate for existing use for the use of The 'Barrell Barn' for the repair and maintenance of power tools

**The Barrell Barn**

**Northview Nursery**

**Clement Street**

**Swanley**

**Kent**

**BR8 7PQ**

Kathryn Gale

Clerk to the Parish Council