IF THERE ANY ERRORS OR AMENDMENTS PLEASE ADVISE THE CLERK PRIOR TO THE NEXT MEETING

SUTTON-AT-HONE & HAWLEY PARISH COUNCIL

01322 862291 53 Main Road

**Sutton-at-Hone**

**Dartford**

**Kent. DA4 9HQ**

# MINUTES – PARISH COUNCIL MEETING HELD ON JULY 16TH 2020

*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 was 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

Cllr White declared an interest in matters related to FC Sutton Dynamo as her husband is a team manager.

Cllr Newitt declared an interest in matter related to FC Sutton Dynamo

The Clerk granted dispensation to members for discussion on the budget.

1. MANAGEMENT
   1. Accounts. It was proposed by Cllr. Burch,

seconded by Cllr.Newitt and agreed to approve matters related to finance as follows:

**General**

JRGGS Grounds Maintenance £365.00

British Gas Pavilion elec £132.78

**Burial**

GSG Grounds maint/Interment £1100.00

**Lighting**

Streetlights New lantern £390.00

E.On Energy £407.95

Current Bank Balances:

1. £874.30
2. £1249.74
3. £70972.16

Total balances £73096.20

**ANNUAL RETURN**

Having noted that the Internal Audit had been completed with no matters raised, it was agreed by all to approve the accounts for the year ended 31st March 2020 and arrangements made for delivery to the chair for signing and subsequent submission to the Audit Commission.

* 1. Minutes. It was proposed by Cllr.Burch, seconded by Cllr. Murphy and agreed by all to approve as a correct record minutes of the meeting held on 18th June 2020
  2. Matters arising from Minutes.

**Solar Light on Barfield Green.** Cost £1685 + VAT

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| **RESOLUTION: It was agreed to install a solar light adjacent to the path at Barfield Green at a cost of £1685 +VAT** |

It was agreed to review the lighting inventory in Sept to establish if any costs savings can be made in terms of LED/Solar lighting and any funding streams accessed

**Access barrier on Barfield Green** Proposal to decrease access width by installing permanent posts to accommodate contractor vehicles

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| **RESOLUTION: It was agreed to install 4’ width restriction posts at a cost of up to £150** |

**HR sub committee**.

Membership of this committee to be Cllrs. Mr M Maddison, Mrs M Maddison, Harbud & O’Sullivan

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| **RESOLUTION:** **It was agreed that the HR committee shall have delegated powers to deal with and make decision on all HR issues and to report on those decisions to full council. TORs to be agreed by the committee.** |

Members will review draft HR policies and submit any comments to the committee. Period of consultation with the Clerk to commence.

* 1. Questions from Public & Press NONE
  2. Urgent Agenda Items NONE
  3. Items discussed
     + 1. **KCC/Electric vehicle charging points.** Members discussed the proposal to access a KCC funding stream to site & install an electric vehicle charging point.

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| **RECOMMENDATION: It was agreed that the council register an initial interest** |

* + - 1. **NALC**  New Model Code of Conduct.

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| **RECOMMENDATION: The draft submission on behalf of this council was agreed and the Clerk to submit.** |

* + - 1. **FC SUTTON DYNAMO**

Request received from the club to use the facility for training purposes over the summer. Review draft licence for agreement.

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| **RESOLUTION: Council agreed the content of and agreed to offer a licence to FC Sutton Dynamo for use of the Parsonage Lane facility during the summer months as detailed in the licence** |

1. **DEVELOPMENT OF PARSONAGE LANE PAVILION**.

Review proposal for interim works.

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| **RESOLUTION: The council agreed the initial interim works of removing the existing bar structure & store, constructing a secure storage facility to be shared by CMHASD & the council, to the sum of £4500. Cllr Burch to liaise with current users.** |

Members acknowledged the proposal but will defer review until September when the preferred management style will be agreed. Should the single user be the preferred option, guidelines will be drawn up and available to all prospective single users to submit proposals

1. Items for information Items tabled: NONE
2. Parish Councillors Report

Cllr Newitt commented on the overgrowth on KCC land outside the Parsonage Lane car park. Clerk is awaiting a meeting with KHS stewards to discuss.

1. Clerk’s Report
2. Resident has reported evidence of drug use in the burial ground. Police have been informed.
3. Arriva detailed bus timetables have been replaced with access to an App only. Members agreed that the Clerk contact Arriva for an explanation on the decision and to inform that a large proportion of our residents will not be able to use this method.
4. NALC-latest guidelines re virtual/face to face meetings acknowledged
5. VE75 commemorative coins. Cllr Burch will visit SAH primary school on 17th July to present these to the Yr 6 leavers. Rest of the pupils to receive theirs in the autumn term.
6. Other Business

4. PLANNING

As determined by the planning sub committee:

**Concerns submitted regarding the size of combined signs.**.

Display of 2 No. non-illuminated free standing signs

160A Main Road

Sutton At Hone

Kent

DA4 9HP

There being no further business the meeting was declared closed at 9.16pm

Chairman…………………………………………….Date………………………………