# 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 Monday 25th November 2019 at 7.30pm in the Parish Room where the following business will be transacted:

**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**

JRGGS Grounds maintenance (monthly) £771.67

Castle Water Pars Lane Pavilion £11.84

British Gas Pars Lane Pavilion (elec) £125.33

PKF Littlejohn Annual Governance Review £480.00

GSG Grounds maintenance (monthly plus) £600.00

Playdale Replacement net £462.59

**Burial**

GSG Hedge cutting £50.00

**Lighting**

Streetlighting Maintenance Contract (2nd payment) £2108.15

Streetlighting New parts/lamps £847.80

E.On St Ltg Energy £422.24

b) Minutes. To approve as a correct record minutes of the meeting held on 19th Sept 2019, a copy of which has been circulated.

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

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

e) Urgent agenda items

f) Items for discussion

**Budget 20/21**  Proposal to agree the budget for 2020/21. Appendix A

*Resolution*: *To agree the budget for 2020/21 subject to minor change as a result of the receipt of additional information from DBC*.

**Property Sale** To confirm receipt of the Contract of Sale, its terms and conditions. To agree to sign said contract and the transfer of registered title to land. Clerk to sign Statutory Declaration in connection with land to rear. Appendix B

*Resolution*: *Council agree to sign the Contract of Sale of the land and building at 53 Main Road, DA4 9HQ and to transfer the title to the land to the buyer.*

**Easter Egg Hunt** Proposal to hold an Easter Egg Hunt in the grounds of St John’s Jerusalem/NT-suggested date Easter Monday 13th April 2020.

**KALC**  To discuss membership. Appendix C

*Resolution: To join KALC at a cost of £388.70 (annual cost £1166.11) for the period 1st Dec 2019-31st March 2020*

**DBC Local Plan Consultation**  To discuss the content and agree a

response. Appendix D

**CIL funds** To receive and discuss proposals for projects to be funded from CIL

**Burial Ground Waste** To receive and discuss options for disposal of waste and recycling at the burial ground following withdrawal of commercial collection.

**Sexton’s Building** To receive and discuss proposal by contractor to use the

building (information attached) Appendix E

*Resolution*: To agree to GSG Services leasing the Sexton’s building for machinery storage, subject to lease detail agreement

**Chapelfields Allotment** To receive and discuss proposal from Allotment Association to install new gates at northern entrance. Appendix F

*Resolution*: To agree to the installation of gates at northern entrance to Chapelfields allotments

**FC Sutton Dynamos** Request received to attach security chains to the main pavilion building.

**CMHASD Lease** To agree the lease for 2019/20, Appendix G

**HR Committee** To establish an HR committee to oversee personnel issues

**School Parking** Report from meeting with school (verbal)

**Chaplin’s Field** Update and to discuss any proposals.

**Borough & Parish Forum** To receive report from meeting held on 8th Oct 2019 (verbal)

**Parish Council Surgeries** Update and to agree promotional channels

**DBC Santa Tour/Carol Singing** To agree attendance and publicity

g) Items for information

Received:

**Kent Police**  Crime Report-October

h) Parish Councillors Report

i) Clerk’s Report

Burial ground Hedging project Appendix H.

4. PLANNING

As determined by the planning sub committee; No objections

Erection of a single storey side extension

21 Cross Road

Hawley Kent DA2 7RS

Change of use of first floor from office and storage to provide increased dentistry capacity from 2 No. Surgeries to 4 No. Surgeries

Dental Surgery

160 Main Road

Sutton At Hone

DA4 9HP

Erection of single storey side and rear extensions including increase in roof over side extension

Bel Air

212 Shirehall Road

Hawley

Kent

DA2 7SW

Conversion of integral garage into habitable room together with associated alterations to front elevation

5 Water Mill Way

Sutton At Hone

Kent

DA4 9BB

Erection of glasshouse with ancillary water tank for horticultural production and engineering works to create a level platform for the glasshouse partly cut into the land and partly on land to be infilled with material already on site

Hawley Garden Centre

Hawley Road

Hawley

Kent

DA2 7RB

Demolition of existing rear orangery and erection of a single storey rear extension

Nirvana

1 Chaplin Court

Sutton At Hone

Kent

DA4 9JD

Erection of a rear conservatory

47 Devon Road

Sutton At Hone

Kent

DA4 9AA

Kathryn Gale

Clerk to the Parish Council