

CHART SUTTON PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING HELD ON MONDAY 7TH APRIL 2025 AT CHART SUTTON VILLAGE HALL

PRESENT: - Cllr S. Waring in the Chair, together with Cllrs V. Underdown, R. Sagrott, J. Killick, K. Dreger and W. Gatward; Mrs Lesley Windless, Parish Clerk

PUBLIC OPEN SESSION – Nothing was discussed during the public open session.

1. APOLOGIES

Apologies were received from Borough Councillor, Anne Dawes

2. FILMING OF MEETINGS

There were no requests to film, photograph or record any items.

3. COUNCILLOR DECLARATIONS OF INTEREST

Cllr Waring declared an interest in item 14.4 (payment for pitch marking and rolling, installation of signs and hedge cutting).

4. REQUESTS FOR DISPENSATION

None.

5. MINUTES OF MEETING HELD ON 10TH MARCH 2025

Cllrs proposed, seconded and resolved that the draft minutes be approved as a correct record. Cllr Waring signed the official copy of the minutes.

6. POLICE MATTERS

The clerk advised that, since the last meeting, no crimes had been reported on the e-watch.co website. Cllr Underdown noted that somebody had stolen newspapers from outside the village shop on Sunday 30th March and had been observed trying to sell them, door to door.

7. CLIMATE CHANGE & BIODIVERSITY / CLEAN & GREEN GROUP

Cllr Sagrott had nothing to report.

Cllr Killick stated that he had received several donations of plants for the bank behind the bus shelter. The plan was to plant up the bank on Sunday 13th April but, due to other commitments, this would now be changed to Saturday 12th April at 10am. Cllr Killick to post on residents' Facebook page and Clerk to amend post on Parish Council page.

CLLR KILLICK / CLERK

8. THREE YEAR STRATEGY

Nothing to report.

9. HIGHWAYS

Cllr Waring stated that KCC have been marking up potholes, ready for repair. He added that there had been a minor accident at the Norton Road / Warmlake Road junction.

Cllr Killick stated that KCC have yet to install the 'pedestrians in road' signage on Plough Wents Road. He added that the slow markings on Warmlake Road need refreshing.

Cllr Dreger asked whether consideration had ever been given to making Norton Road one way only. Cllr Waring stated that KCC would be extremely unlikely to agree to this and if they did, it would be very costly to implement.

10. NEIGHBOURHOOD PLAN

The clerk and Cllr Sagrott provided the following update :

- 11 call for sites submissions have been received. Meetings have been set up with all landowners / agents / developers for 1st and 2nd May
- NHP event took place in the village hall on 26th March and was attended by approximately 25 residents. Results of the recent residents' survey were shared and the presentation has been added to the website
- Further public event will be held once the initial site assessment work has been carried out

- Notes from the NHP steering group meetings are available on the website

11. ANNUAL PARISH MEETING 28TH APRIL

Clerk to invite representatives from the local organisations to the event. Cllr Underdown agreed to arrange refreshments. **CLERK / CLLR UNDERDOWN**

12. SIGNAGE TO VILLAGE HALL

Cllr Underdown noted that a resident had been in touch to advise that a number of drivers have been stopping to ask where the village hall is. The resident had suggested the Parish Council may wish to consider installing direction signage. Following discussion, it was agreed to fix an appropriate sign below the road name sign on Chart Hill Road, pointing towards the village hall. **CLLR WARING**

13. MATTERS OF REPORT

13.1 County and Borough Councillors

Cllr Parfitt and Cllr Dawes were not present at the meeting.

13.2 Chairman's Report

The Chairman reported as follows :

- Landscape Services appear to be working to the required landscape maintenance schedule – the grass on the green has been cut several times this year
- The shop continues to struggle

13.3 Individual Councillor's Reports

Cllr Sagrott reported on the recent KALC meeting, as follows :

- MBC have agreed that a single Parish Council representative can join the community governance review working group
- Information on discretionary rate relief for village halls has been passed to the village hall committee
- Call for all Parish Councils to have resilience plans
- KALC AGM will take place on 19th May. Cllr Sagrott is unable to attend due to the shop AGM
- £14M missing from KCC's road budget

Cllrs Killick, Underdown, Gatward and Dreger had nothing further to report.

13.4 Clerk's Report

The clerk had produced a written report which was included in members' agenda papers and had nothing further to add.

14. FINANCE

14.1 Budget Monitoring to 31st March 2025

The budget monitoring report to 31st March 2025 was agreed.

16.2 To note Income received since the meeting held on 10th March 2025

Members noted income received during the period as follows:

None

16.3 To approve payments already made

Cllrs proposed, seconded and resolved that the following payments should be ratified.

This was agreed.

EDF Energy – pavilion electric bill	£18.48
Parish Clerk – 24/25 travel expenses + stamps	£149.99
HMRC – tax and NI - March	£262.63
Alison Eardley – NHP consultants fees	£2,640.00
Chart Sutton PCC – donation to church towards new heating system	£3,000.00
Commercial Services Trading Ltd – landscape maintenance work	£1,141.92
Parish Clerk – clerk's March salary	£905.96
Unity Trust Bank – bank fees	£6.00

16.4 To resolve to make payments as presented for online authorisation

Cllrs proposed, seconded and resolved that the Council approve the following payments. This was agreed.

Paul Waring – pitch marking and rolling, installing signs to play area, hedge cut **£569.16**

Mike Fitzgerald – Village News printing	£390.00
KALC – annual subscription	£508.91
Zurich – annual insurance premium	£647.28
MBC – sweep / litter pick (invoice 2701822)	£84.02
MBC – sweep / litter pick (invoice 2702139)	£84.02
Hugo Fox – monthly website fee (paid by direct debit)	£23.99

17.

DATE OF NEXT MEETING

Members noted the next meeting will be held on Monday 12th May 2025 at Chart Sutton village hall.

There being no further matters to be discussed, the meeting closed at 9.15pm.