

CHART SUTTON PARISH COUNCIL

Minutes of the Full Council Meeting held at Chart Sutton Village Hall Monday 8th December 2025 at 7.45pm

Present: Cllr Steven Waring (Chair) Cllr Robert Sagrott Cllr Valerie Underdown
Cllr John Killick Cllr Mike Brown Cllr Wendy Gatward

Steve Hill – Parish Clerk
Public – 2

25/57 Apologies for Absence

Apologies were received from Cllr Anne Dawes.

25/58 Councillors Declaration of Interest

Cllr Waring declared an interest in item 25/67 B (invoice for marker paint and hedge trimming).

25/59 Minutes of 10th November 2025 Council Meeting.

The minutes were proposed, seconded and resolved that the Chairman signs the minutes as a true and accurate record of the meeting.

25/60 Open Public Session

No questions from the public.

25/61 Report from Borough Councillors & County Councillors

None Received.

25/62 Crime Report:

The following crimes were reported in November.

- **Chart Sutton**

On Thursday 6th November around 13:15 in Chart Hill Road. Somebody stole a dog from a residential garden.

Crime Report No. 46/191391/25 - Posted 09/11/2025

- **Chart Sutton**

Between 16:00 on Tuesday 25th November and 07:30 on Wednesday 26th November in Chart Hill Road. Somebody broke into a store on a farm.

Crime Report No. 46/203339/25 - Posted 27/11/2025

- **Chart Sutton**

On Thursday 27th November between 12:00 and 15:00 in Lested Lane. Somebody stole signage from outside a store.

Crime Report No. 46/204569/25 - Posted 29/11/2025

25/63 Climate Change & Biodiversity / Clean and Green Group

Update from Cllr Sagrott – Nothing to report, no PCEN meetings this month.

Update from Cllr Killick on Clean and Green Group – Limited activity this month.

Initials

25/64 Parish Matters

a. Highways and other matters: HIP update.

- Cllr John Killick's two suggestions have been added to the HIP.
- Request to KCC Highways to re-paint Bus Stop markings in road.
- The request to add 30MPH signs at the Gateway locations added to the HIP
- Clerk has arranged a Teams call with Emily (KCC) for the 16th January 2026 at 11am.

b. New Village Signs:

Resolution: New signs are required for various locations around the Village:

- Sign for Recreational Field to be refixed
- Village Hall and EV sign for Chart Corner – Located on street signpost.
- Sign at Village Hall location showing EV Available – Bi-directional.
- New CCTV to meet ICO regulations – Legal requirement.
- Sign for Playground showing who is responsible for maintenance.

Resolved: It was agreed by all Cllrs for Cllr Waring to order signs, budgetary cost for all signs has been estimated to be £450 and agreed.

c. **Grounds Maintenance** – It was decided at the last Parish Council meeting to continue using Landscape Services, the Clerk has requested new 2026 quotation – still waiting for prices to be confirmed.

d. **New Football club request – Resolution:** Cllrs to consider the request for a Sunday PM booking for ladies' football team matches to be played next season on the recreational ground.

Resolved: Cllrs agreed unanimously.

e. **Outreach Post Office Service in Chart Sutton** – There has been a setback in getting the new service up and running. Currently the plan is to visit Chart Sutton 09:30-11:00 on Tuesdays but this is not confirmed.

f. **Neighbourhood Plans** – There have been two presentations to date from Macar Homes and B.YOND, both well attended by residents with two further presentations from landowners/developers to be arranged. Each presentation has been made available on the Chart Sutton Parish web site under Neighbourhood Plan.

<https://www.chartsutton-pc.gov.uk/>

A meeting of the Steering Group will be called in early January to discuss objectives, review work undertaken to date and to agree timescales on completing the various policies.

g. **Joan Johnson Trust** – The annual meeting of the Trustees has taken place and the grants for the beneficiaries have been agreed.

Initials

25/65 Reports from Committees and Representatives on other bodies:

Chairman's Report

- Received a letter regarding an accident on Back Lane, Brishing Road and Amber Lane, asking for consideration of a Slow sign to be added. Cllrs agreed to add this request to the next HIP Meeting on 16th January for consideration.
- Cleared some fallen trees in the recreation field.
- Discussed the Playground report, there were no major issues but should be monitored.
- There still is a problem with a vehicle parking on the double yellow lines at the Warmlake and Chart Hill junction which is causing a access problem. Clerk will advise local PCSO to monitor.

Councillors Report

- Drains in Amber Lane are blocked causing floods
- Seven Potholes reported in Chart Sutton – some have been marked with white paint.

KALC – No meeting took place as it was cancelled.

Clerk Report – Provided a separate document to Cllrs and provided an update on previous actions.

25/66 Correspondence/Consultations

- Email from Mike Fitzgerald summarising outstanding questions from the B.Yond Presentation (Salmon family land). Cllr Sagrott to follow up with the resident.

25/67 Financial Resolutions

- a. Financial statement and bank reconciliation was received and approved by councillors. Bank reconciliation statement signed by Cllr Steven Waring and Cllr Mike Brown.**

Balances as of 30th November 2025:

Unity Trust Current Account:	£ 689.98
Unity Trust Savings Account:	£ 64,000.00
UTB Total Balance:	£ 64,689.98

- b. To authorise payments made out of meeting and at meeting.**

Payments made out of meeting:

UTB Ref:	Details	Amount	VAT*	Total	Auth
122	Royal British Legion Donation	200.00		200.00	JK & RS
123	EDF - pavilion electric supply	18.48		18.48	DD
124	Castle Water - pavilion water supply	15,25	3.05	18.30	DD
125	S Hill - Clerks salary October 2025	982.74		982.74	SO
126	Unity Trust - bank charges November	6.00		6.00	DD
127	Hugo Fox – monthly website fee	19.99	4.00	23.99	DD
TOTAL		1227.21	7.05	1249.51	

* VAT to be reclaimed.

Payments for authorising at meeting:

UTB Ref:	Details	Amount	VAT*	Total	Auth
129	MBC Cleaning IN 2703080	70.02	14.00	84.02	RS & MB
130	P Waring – Marker Paint & Hedge Cutting	242.20	48.44	290.64	RS & MB
131	Mike FitzGerald – Village News Dec 2025	390.00		390.00	RS & MB
132	Play Inspection – Inv 82584	125.00	25.00	150.00	RS & MB
133	Clerks Expenses November 2025	15.50		15.50	RS & MB
134	JRB DGP20 – Dag Waste Bags Inv 29126	120.75	24.15	144.90	RS & MB
TOTAL		963.47	111.59	1075.06	

* VAT to be reclaimed

c. To note income received since last meeting on 10th November

- Village News Received £50.00 for Kingswood Christmas Tree Advert.

d. To review and consider budget for 2026-2027

Resolution: Cllrs to review and consider financial YTD information and FYE predictions on budget spend for 2025/26.

Resolved: Following a discussion and based on the now agreed 26/27 budget, a precept of £29,097 was agreed with a 5:1 majority in favour. This was proposed by Cllr Sagrott, seconded by Cllr Waring. It was noted that this level of precept represents £63.03 per year for a Band D property, which represents no change in the parish element of the council tax for each resident.

e. To consider other financial considerations and purchases. - None to consider.

25/68 Items for the Next Meeting.

- Cllrs to suggest items for next meeting agenda.

25/69 Date of Next Meeting – Monday 26th January 2026

With no further business the meeting was closed at 9.45pm

Steven Waring

26th January 2026

Signed..... Chairman

Date.....

Initials