

# **BREDHURST PARISH COUNCIL**



**To all councillors: you are hereby summoned to attend the  
ANNUAL MEETING OF THE PARISH COUNCIL TO BE HELD AT  
ST PETER'S CHURCH  
On Wednesday 1<sup>st</sup> May 2019 at 6:30pm**

Members of the public and press are invited to attend. Attendees may be filmed, recorded or otherwise reported about by anyone present. Unless advised otherwise, the council accepts no responsibility for data recorded in this way or its distribution. At the discretion of the Chair the meeting may be closed and then opened to the public for questions. Any items for full discussion will be placed on next month's agenda.

## **AGENDA**

**1. Apologies for absence**

Cllrs to consider if apologies are acceptable.

**2. Election of Chair and declaration of acceptance of office**

**3. Election of Vice-Chair and declaration of acceptance of office**

**4. Declarations of interests**

Cllrs to declare any pecuniary or non-pecuniary interests in matters to be considered on this agenda.

**5. To approve the minutes of the meeting held on 3<sup>rd</sup> April 2019**

**6. Police briefing**

## **ADJOURNMENT FOR A SHORT OPEN SESSION**

**7. Matters arising (for information only)**

Cllrs to receive an update on action points from previous meetings.

**8. Review of policies and other annual arrangements**

- a. Standing Orders
- b. Financial Regulations
- c. Equal Opportunities
- d. Publication Scheme
- e. Risk Assessments
- f. Other policies
- g. Fire hydrant checks
- h. Delegation scheme

**9. Committees and election of representatives**

Cllrs to consider committees and elect representatives to outside bodies.

**10. Gibraltar Farm**

Cllrs to receive an update.

**11. Play equipment**

Cllrs to consider any necessary action.

**12. Tree survey**

Cllrs to consider the report and any necessary action.

**13. Allotments**

Cllrs to consider the allocation of the current vacancy.

**14. Planning**

- a. 19/501761 – Abbots Court Farm, The Street – replacement of an existing B1 commercial building with a new B1 office building together with ancillary storage space and parking arrangements (resubmission of 18/505766).
- b. MC/19/0765 – Land at East Hill, Chatham – outline planning application with some matters reserved (appearance, layout, scale and landscaping) for construction of up to 800 dwellings, primary school, supporting retail space of up to 150sqm and GP surgery with associated road link between North Dane Way and Pear Tree Lane and other road infrastructure, open space and landscaping.
- c. Any other planning matters.

**15. Finance**

- a. Financial statement, bank reconciliation and end of year budget report – to receive and accept
- b. Internal Audit - cllrs to appoint the Internal Auditor for 2019-20
- c. AGAR – end of year accounts 2018-19
  - i. Cllrs to review the Annual Governance Statement
  - ii. Cllrs to approve the Accounting Statements for 2018-19
  - iii. Cllrs to review the Certificate of Exemption
- d. Payments to be made:

Details	Amount	VAT*	Total
Clerk – wages and office rental (for info only – paid by BACS)			
Clerk – expenses (stamps & printer ink)	37.31	-	37.31
Lucanus Services – zip wire removal & tree pruning	405.00	-	405.00
Cllr Jones – paper	4.99	-	4.99
KCS – stationery	49.20	9.84	59.04
Barge – grounds maintenance	237.08	47.42	284.50
Came & Co – insurance	tbc	-	tbc
Playdale – zip wire second half	tbc	tbc	tbc

\* VAT to be reclaimed.

**16. Reports from parish councillors**

17. Reports from borough and county councillors (if present)
18. Correspondence

**ADJOURNMENT FOR A SHORT OPEN SESSION**

19. Close of meeting

*S Ratchford*

Bex Ratchford, Parish Clerk, 24<sup>th</sup> April 2019  
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