



Coxheath Parish Council

To All Members of the Council, Press and Public

Members are hereby summoned, and notice is given that the next Meeting of the Parish Council will be held on **Tuesday 28th June 2022 Village Hall commencing at 7.00 pm**

All meetings are open to the press and public. The parish council requests that all attendees note the following:

- meeting papers, other than agendas for the public, will not be provided;
- please do not attend if you have any symptoms that may be Covid related

PRIOR TO THE START OF THE MAIN MEETING:

Representations from the general public will be taken for a period up to fifteen minutes before the opening of the formal meeting. Individuals may speak for up to three minutes at the discretion of the Chairman. The minute book will be closed

To receive reports from (if present): *Kent County Councillor Simon Webb; Maidstone Borough Councillors; Richard Webb, Lottie Parfitt-Reid and/or Simon Webb.* The minute book will be closed.

AGENDA

1. Apologies and absences:

- 1.1 Apologies for absence received and confirmed by the Council Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meetings, under Section 75(1) of the Local Government Act 1862, the members present must decide whether the reason(s) for a member's absence shall be accepted.
- 1.2 Declaration of Changes to the Register of Interests.
- 1.3 To receive Declarations of Interest in respect of matters contained in this agenda. In accordance with the provisions of the Localism Act 2010 in respect of members and in accordance with the provisions of the Local Government Act 1862 in respect of officers.
- 1.4 Requests for Dispensations.
- 1.5 Declarations of Lobbying

2. CO OPTION of Parish Councillor/s:

- 2.1 To consider candidates for co-option.

3. Consideration of items to be taken in private (Exclusion of Public and Press): In accordance with Section 1(2) of the Public Bodies (Admission to meetings) Act 1850, the public and press be excluded from the meeting by the reason of its confidential nature.

4. Reports

- | | | |
|-----|----------------------------------|-------------|
| 4.1 | Chairman of the Parish Council | Cllr Parker |
| 4.2 | MBC Playground Inspection Report | Clerk |
| 4.3 | Councillor's Reports | All Cllrs |
| 4.4 | Litter Pick | Cllr Down |

5. Allocation of Responsibilities: Committees and Working Groups : Appendix 1

6. Minutes of the Parish Council Meeting

To resolve that the minutes of the Parish Council Meeting held on 24th May 2022 to be taken as read and confirmed as a correct record and signed by the Chairman.

7. Matters arising from the minutes: (not included in other agenda items)

- 7.1 Defibrillator in the Village Centre
- 7.2 Tree Contract – Ground Clearance Linden Road / Level 2 Survey - Saturn Road boundary
- 7.3 Noticeboards – Fronts & Repair – Westerhill Road & The Beacons, Amsbury Road
- 7.4 Adoption of Play areas
- 7.5 Scout Hut Car Park

8. Finance:

- 8.1 To receive and authorise payments listed on the schedule (to be provided at the meeting)
- 8.2 Late Payment Request/s to be discussed for approval and payment.
- 8.3 Banking Arrangements – Update.
- 8.4 Actual vs Budget 2021/22
- 8.5 Other Financial matters

- 9. To receive the AGAR for the financial year ended 31st March 2022**
- 9.1 To receive the Internal audit report:
 - 9.2 Accounts to be approved and signed:
 - 9.3 The parish council considered and approved the Annual Governance Statement for the year ending 31st March 2022.
 - 9.4 Acceptance of Annual Governance and Accountability Return (AGAR)
- 10. Planning:**
- 10.1 To table planning applications dealt with since last meeting:
 - 10.2 To table decisions by the Planning Authority since the last meeting
 - 10.3 To table late planning matters
- 11. Working Groups: To receive Updates - all working Group to review Terms of Reference and agree a Lead Member at their first meeting of the year**
- 11.1 Recreation & Youth Working Group
 - 11.1.1 MUGA Maintenance – proposed arrangements accepted & in place
 - 11.1.2 Village Hall Field – acceptance of Outdoor Gym behind the Play Area
 - 11.1.3 Additional Mowing of the Football pitch by the football club – April / May not req'd
 - 11.1.4 Any other matters
 - 11.2 Traffic & Community Safety Working Group
 - 11.2.1 KCC Highway Improvement Plan
 - 11.2.2 Highway Reports
 - 11.2.3 Parish Portal Report
 - 11.2.4 Any other matters
 - 11.3 Seasonal Events Working Group
 - 11.3.1 Replacement Christmas Lights
 - 11.3.2 Jubilee Celebrations – 02 & 05 June complete & well received
 - 11.3.3 Future projects
 - 11.4 Environmental Initiatives Group
 - 11.4.1 Tree Survey – Level 2
 - 11.4.2 Chain Link Fence
 - 11.4.3 Trees for the Queens Jubilee
 - 11.4.4 Climate Initiatives/Discussions – Reuse & Recycle
 - 11.4.5 Future Works
- 12. Correspondence:**
- 12.1 To table items of late correspondence :
 - 12.2 Items circulated for information: For further information contact the Clerk
 - 12.2.1 NALC CHIEF EXECUTIVE'S BULLETIN
 - 12.2.2 Kent's Plan Bee "No Mow May" campaign
 - 12.2.3 KALC NEWS APRIL 2022
 - 12.3 Items for discussion/action

Dates of Future Meetings:

26th July, 30th August, 27th September, 25th October, 29th November

Irene Bowie

Clerk to the Parish Council

Email: clerk@Coxheathparishcouncil.org.uk

23rd June 2022