

BEARSTED PARISH COUNCIL

www.bearstedparishcouncil.gov.uk/ Tel: 01622 630165/ Email: clerk@bearstedparishcouncil.gov.uk

A G E N D A

Members are hereby summoned and notice is given that the **PARISH COUNCIL MEETING** will be held at **KGV Memorial Hall, Manor Rise, Bearsted at 7.30pm on Tuesday 13th June 2017** when it is proposed to transact the following business:

PUBLIC FORUM

This is a concessionary short session for information and will be limited to 15 minutes.

- 1. Apologies and absences**
To receive and accept apologies for absence.
- 2. Declaration of Interest or Lobbying**
Members are required to declare any interests, dispensations, lobbying or changes to the Register of Interests and that changes to the Register of Interests should be notified to the Clerk.
- 3. To resolve to go into closed session and to exclude the press and public at item 16 (Admissions to Meetings) Act 1960 in accordance with standing order 10 (xi)**
- 4. Minutes and matters arising of the Parish Council meeting 9th May 2017 (5 mins)**
To consider the minutes and if in order sign as a true record
- 5. To agree delegation to the Clerk (LGA 1972, s101) for the services of a handyman and litter picker when necessary.**
- 6. Ratification of Christmas Fair Tender decision.**
- 7. To reaffirm eligibility of General Power of Competence.**
- 8. To agree a budget for the procurement of furniture and IT equipment for the Parish Office and agree delegation to the Clerk (LGA 1972, s101) and Chair to place orders for such equipment.**
- 9. Ratification of the proposed £1,300 budget for the planned 'old time music hall' event.**
- 10. Reports (10 minutes)**
 - 10.1. PCSO and Police Issues
 - 10.2. Community Warden
- 11. Reports from Borough and County Councillors (15 mins)**
 - 11.1 Report from Borough Cllr Val Springett
 - 11.2 Report from Borough Cllr Mike Cuming
 - 11.3 Report from Borough Cllr Denis Spooner
- 12. Draft Minutes of Recent Committee Meetings (25 mins)**
For the parish council to receive the minutes. Members are allowed to ask questions of the Committee Chairman but may not initiate a discussion.
 - 12.1. Planning Committee May 2017
 - 12.2. Finance and General Policy Committee - June 2017
 - 12.3 Communications and Community Committee – May 2017
 - 12.4 Environment Committee – May 2017
- 13. Finance (10 mins)**
 - 13.1 To authorise payments of accounts

- 13.2 Income and expenditure report
 - 13.3 To note balances of accounts
 - 13.4 To review and agree amendments to current Grants and Donations policy
 - 13.4 Grants and Donation requests
 - 13.5 To discuss and agree for the Clerk and Assistant to attend the KALC Clerk's Conference in September at a cost of £72 each.
 - 13.6 To ratify the appointment of internal auditor David Buckett
 - 13.7 To ratify the appointment of Golding Consultancy to assist with audit and Annual Return preparation.
 - 13.8 To discuss and agree for the provision of book-keeping and payroll outsourcing.
- 14. Matters for discussion (20 mins)**
- Reports from parish representatives for external bodies
 - Correspondence
 - Best garden competition
- 15. Future agenda items (5 mins)**
- 16. 1 Smarts Cottages (closed session)**

Legislation allows for meetings to be recorded by anyone attending.

Signed

Date 7th June 2017