

# **BEARSTED PARISH COUNCIL**

www.bearstedparishcouncil.gov.uk

Madginford Hall, Egremont Road, Bearsted, Maidstone. ME15 8LH  
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## **A G E N D A**

### **To All members of the Council, Press and Public**

Members are hereby summoned and notice is given that a **Meeting of the Full Council** will be held on Tuesday 20<sup>th</sup> February, 2018 at, Madginford Hall, Egremont Road, Bearsted commencing at 7.30 p.m.

### **REPORTS FROM MEMBERS OF THE PUBLIC**

This is a concessionary short session and will be limited to 15 minutes. Three minutes per person will be allowed and only if time permits will further comments be heard. This is a for information session only and no action can be taken upon those items raised

1. **Declarations of intention to record**  
Legislation allows for meetings to be recorded by anyone attending. Persons intending to record or who have concerns about being recorded should please speak to the Clerk. Details of our full recording policy can be found on our website.
2. **Election of a Vice Chair**
3. **Apologies for absence.**
4. **Declaration of Interests, Dispensations, Predetermination or Lobbying**
5. **Co-option of two councillors.**
6. **To resolve to go into closed session during item and to exclude the press and to consider HR matters. (*Admissions to Meetings*) Act 1960, Standing Order 10 (xi).**
7. **Minutes of the last meeting.**
8. **Matters arising from the last minutes and action points.**
9. **Reports:**  
Borough and County Councillors  
Police  
Community Warden  
Reports from members of the council (R Ash)
10. **Committee Meeting and Working Group Reports.**  
Reports from all Committees to include:  
Finance and General Policy Committee  
Planning Committee  
Environment Committee

Committee membership  
Working groups volunteers

**11. Finance**

- a) Resolution to authorise payments
- b) Income and Expenditure Reports
- c) Expenditure against Budget Report
- d) Balances of accounts
- e) Grants and Donations requests:
  - i) Involve Support Services
  - ii) Five Acre Wood School
  - iii) CPRE Kent
- f) Budget 2018-2019
- g) Updated Financial Regulations (R Ash)
- h) Parish Services Scheme
- i) Transfer of earmarked funds to land fund
- j) Annual Strategies for Investment.
- k) Data protection officer quotes
- l) KALC CiLCA preparation course for Assistant Clerk at £72
- m) Ratification of quotation from Tantons for £3,400.00 for the removal of dangerous trees at Meadow Bank.
- n) Ratification of recommendation for an Electromagnetic & GPR underground services survey of the Green at a cost of £900.
- o) Further consideration of a topical plan of the green at a cost of £430.
- p) Costs of £270 per year (£18 per cllr) for fully encrypted BPC.gov.uk email addresses for all councillors (as per recommendation at recent Data Protection seminar).

**12. Neighbourhood plan**

**13. Christmas Fair 2018**

**14. Community Policing**

**15. Correspondence**

**16. Photos of Councillors for website update** (to be taken with agreement at this meeting).

**17. Future Agenda items**

**18. Downs Mail**

To agree on items to highlight in the Bearsted Parish Council sponsored page in the forthcoming edition.

**19. Details of next Meeting**

**20. Closed Session: HR matters**

Signed:



**Sarah Lewis,**  
**Clerk to Bearsted Parish Council.**  
14<sup>th</sup> February, 2018