

BEARSTED PARISH COUNCIL

www.bearstedparishcouncil.gov.uk

Madginford Hall
Clerk – Mrs Michelle Rumble
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Bearsted
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Maidstone
Kent.
ME15 8LH

A G E N D A

Members are hereby summoned and notice is given that the **Annual Meeting of the Parish Council** will be held at **KGV Memorial Hall, Bearsted at 7.30pm on 10 May 2016** when it is proposed to transact the following business:

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. This is a for information session only and no action can be taken upon those items raised.

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. Members are reminded that changes to the Register of Interests should be notified to the Clerk.
3. **Election of Chairman**
To elect a Chairman and receive their Declaration of Acceptance of Office
4. **To elect a Vice-Chairman**
5. **To Appoint Committees,**
5.1 Environment Committee. Appointment of Chairman and Vice-Chairman
5.2 Finance and General Policy Committee Appointment of Chairman and Vice-Chairman
5.3 Planning Committee. Appointment of Chairman and Vice-Chairman
5.4 Communications & Community committee Appointment of Chairman and Vice-Chairman
6. **Appoint Representatives to External Bodies.**
7. **Minutes and matters arising of the Parish Council meeting of the 12 April 2016 and the last Annual meeting on the 12 May 2015**
To consider the minutes of the meeting and if in order to sign as a true and correct record
8. **Reports**

- 8.1. **PCSO and Police Issues**
To receive an update on crime statistics
- 8.2. **Community Warden**
To receive an update and introduction from our new Community Warden Sally Williams regarding issues during the past month.
9. **Reports from Borough and County Councillors**
Our Ward Councillors are invited to report and discuss matters affecting the Parish. (reports to be submitted by previous Friday to the clerk for circulation)
10. **Draft Minutes of Recent Committee Meetings**
For the parish council to receive the minutes. Members are allowed to ask questions of the Committee Chairman but may not initiate a discussion.
 - 10.1. Planning Committee 28 April 2016
 - 10.2. Finance meeting 4 May 2016 (minutes to follow)
 - To agree recommendations from the Finance & General Policy committee
To adopt Financial Regulations
Equal Opportunities Policy
Community Engagement Policy
 - 10.3. Communications & Community 20 April 2016
 - To agree recommendations from the Communications & Community committee
To adopt a Press Policy
 - 10.4. Environment committee 25 April 2016
 - To agree recommendations from the Environment Committee
Purchase of 9 litter bins at a cost of £250.00 each
Beautification of Bearsted
11. **Finance (Cllr R Camp)**
 - 11.1 To note list of payments
 - 11.2 To note balances
12. **Chairman's report**
13. **Vice-Chairman's report/ Deputy Vice Chairman's report**
14. **Reports from Councillors if not covered in item 6**
15. **Matters for discussion**
Cricket Club – additional friendly fixtures
Neighbourhood plan
Councillor resignation
Picnic on the Green
Church Landway lighting
16. **Correspondence**
Maidstone Civic and Freedom Parade and Civic service 21st May 2016
17. **Future agenda items**
18. **RESOLUTION – HR MATTERS**

To resolve to go into closed session and to exclude the press and public during items 18 (Admissions to Meetings) Act 1960 in accordance with standing order 10 (xi)

19. Next Meeting

The next meeting will be on the 14 June 2016, Madginford Hall, Egremont Road at 7.30pm.

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

Michelle Rumble

Clerk Bearsted Parish Council

Date 5 May 2016