



A G E N D A

To all members of the Council, Press and Public Members are hereby summoned and notice is given that the **MEETING OF THE FULL PARISH COUNCIL** will be taking place at King George Memorial Hall, Manor Rise on Tuesday 15th June 2021 at 7.45pm when it is proposed to transact the following business:

Reports from members of the public (15 mins)

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. Apologies and absences

Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meeting, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.

3. Declaration of Interests, Dispensations, Predetermination or Lobbying

To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers. To consider any Dispensation requests received by the Parish Clerk and not previously considered.

4. To resolve to go into closed session and to exclude the press and public at item 23 (Admissions to Meetings) Act 1960 in accordance with standing order 10a (xi) HR Matters.

5. Signing of the Minutes of the last meeting.

6. Clerks report

To receive reports and update on previous actions

7. Statement of Internal Control

To review the effectiveness of the system of Internal Control. Councillors are asked to consider the Statement of Internal Control in support of the Annual Governance Statement.

8. Annual Governance Statement for 2020-21

To approve the Annual Governance Statement for 2020-21, Section 1 of the Annual Return for the year ending 31 March 2021.

9. Accounting Statements for 2020-21

To approve the Accounting Statements for 2020-21, Section 2 of the Annual Return for the year ending 31 March 2021.

10. **Reports:** (10 mins)
- a) Borough Councillors
 - b) Community Warden
 - c) PCSO
 - d) Chairman
 - e) Clerk
11. **Committee Meeting and Working Group Reports.** (15 mins)
- a) Environment Committee
 - b) Finance Committee
 - c) Communications Committee
 - d) Planning Committee
 - e) Traffic Committee
 - f) HR Committee
 - g) Reports from Working Groups
 - i. Project A
 - ii. Playscheme
 - h) Reports from members of the Council for outside bodies
12. **Finance (10 mins)** (Accounts and Audit Regulation 2011/817) (10 mins)
- a) Grants and Donations requests
 - b) Resolution to authorise payments
 - c) Finance Reports
 - d) Balances of accounts
 - e) Corporate card expenditure
13. **Update of Policy** (LGA 1972 s.111) (5 mins)
- a) Councillor Allowances and Expenses
14. **SLCC Membership for the Clerk** (LGA1972.s111)
To consider renewing the SLCC membership for the Clerk.
15. **Bearsted Cricket Club** (5 mins)
For the council to receive an update regarding issues recently highlighted to the council.
16. **Risk Assessments** (Local Government Act 1894 s8 (1)) (5 mins)
To discuss the process of risk assessments on assets of the council.
17. **Community Payback** (5 mins)
To consider the community payback scheme
18. **Adoption of Station** (Local Government Act 1972 s.137) (5 mins)
To consider the adoption of Bearsted Train Station
19. **Smarts Cottage** (5 mins)
To receive an update of the newly formed bridleway.

20. **Correspondence**

(5 mins)

21. **Future Agenda Items**

22. **Date of the next Meeting: Tuesday 13th July 2021**

23. **Closed Session**

HR Matters

To discuss administrative support.

Signed:

A handwritten signature in black ink, appearing to be 'ES', written over a horizontal line.

Erin Sugden, Clerk to Bearsted Parish Council,

09th June 2021

Tel: 01622 630165 Email: Clerk@bearstedparishcouncil.gov.uk

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