



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 V Memorial Hall, on Tuesday 10th January 2023 at 7.30pm.

It is proposed to transact the following business:

- 1. To elect a new Parish Council Chairperson**
- 2. To elect a new Parish Council Vice Chairperson**

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.

3. 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.

4. 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.

5. 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.

6. Emergency locum costs

- To approve in retrospect, the emergency appointment of a locum Clerk to attend and produce the minutes for this Full Council Meeting.
- To consider the temporary appointment of a qualified and experienced locum Clerk to run the Parish office in the absence of the Proper Officer.

7. To resolve to go into closed session and to exclude the press and public at item 13 (Admissions to Meetings) Act 1960 in accordance with standing order 10 (xi) HR Matters and a Code of Conduct resolution.

8. Signing of the Minutes of the last meeting

- Discuss and vote to amend and/or sign minutes for Full Council meeting 15th November 2022.
- Signing of minutes from Extraordinary meeting 21st November 2022

9. Co-option of Councillors

Consideration for the co-option of Councillors to fill three vacancies.

10. The appointment of Councillors to committees

11. Donated Land

To consider the request from the donor that BPC transfers the land back to their ownership.

12. To consider application 22/04802/LAPRE

To discuss the request by a resident to oppose the application for the sale of alcohol at 4 The Parade, The Green, Bearsted, ME14 4DN

13. Closed Session:

HR Matters and Code of Conduct resolution.

14. Finance (Accounts and Audit Regulation 2011/817)

- a) Resolution to approve/ratify quotations or payments
 - i) December payments and invoices
 - ii) Allotment Personal Liability Insurance
- b) Grant and Donation Requests
 - i) Heart of Kent Hospice
- c) Authorise payments
- d) Finance Reports
- e) Balances of accounts
- f) To finalise budgets and the Precept for the financial year 2023/24

15. Confidentiality and appropriate Councillor conduct

- a) Media conduct and potential investigation
- b) Discuss sharing of email thread
- c) Discuss correct use of disclaimer on council emails

16. Policies

- a) Scheme of Delegation
- b) Lone Worker Policy
- c) Paternity Pay & Leave
- d) Accessibility Statement
- e) Civility and Respect Model councillor and officer protocol

17. Future Agenda Items

18. Date of the next meeting 14th February 2023

Signed:



Joanne Upton, Administrator to Bearsted Parish Council, 4th January 2023