



## 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  
**ANNUAL MEETING OF THE COUNCIL** be taking place at Madginford Hall, Egremont Road  
on Tuesday 9<sup>th</sup> May 2023 at 7.30pm when it is proposed to transact the following  
business:

1. **Election of Chairman and Declaration of Acceptance of Office.**
2. **Election of Vice-Chairman and Declaration of Acceptance of Office.**
3. **All Members to sign Declaration of Acceptance of Office.**
4. **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.
5. **Apologies and absences.**

Members who cannot attend a meeting shall tender their apologies to the Parish Clerk or the Administrator prior to the meeting.
6. **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.
7. **To Appoint Committees:**
  - a) Environment: To review members of the committee.
  - b) Finance and General Policy: To review members of the committee.
  - c) Planning: To review members of the committee.
  - d) Communications: To review members of the committee.
  - e) Traffic and Transportation: To review members of the committee.
  - f) Human Resources: To review members of the committee.
8. **To Appoint a temporary/acting Clerk & Responsible Finance Officer.**
9. **Election of KALC representatives (two members).**
10. **Review of Terms of Reference and standing orders specific to committees and sub-committees.**
  - a) Environment Committee
  - b) Finance and General Policy Committee
  - c) Planning Committee
  - d) Communications Committee
  - e) Traffic and Transportation Committee
  - f) Human Resources Committee

11. **Review of delegation arrangements to committees, sub-committees, and staff.**
12. **Review of the Councils asset register.**
13. **Review of arrangements for insurance cover for insurable risks.**
14. **To review direct debits and regular payments.**

**Adjournment to enable members of the public to address the meeting.**

Signed:



Joanne Upton, Administrator to Bearsted Parish Council,

3<sup>rd</sup> May 2023

Tel: 01622 630165 Email: [office@bearstedparishcouncil.gov.uk](mailto:office@bearstedparishcouncil.gov.uk)

Parish Council Office, Madginford Hall, Egremont Road, Bearsted, ME15 8LH