



Annual Meeting Of The Council Agenda

To all Members of the Council, Press and Public.

Members are hereby summoned and notice is given that the **ANNUAL MEETING OF THE COUNCIL** will be taking place at Madginford Hall, Egremont Road on Tuesday 12th May 2026 at **6.30pm**.

1. Election of Chairperson and Signing of the Declaration of Acceptance of Office

2. Election of a Vice Chair and Signing of the Declaration of Acceptance of Office

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 or the Deputy Clerk prior to the meeting.

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. To Appoint Committees:

- a) Environment: To appoint members
- b) Communications: To appoint members
- c) Traffic & Transportation: To appoint members
- d) Planning Committee: To appoint members
- e) Human Resources: To appoint members
- f) Finance Working Group:
 - i. To consider a request to hold meetings on a Thursday evening.
 - ii. To appoint members
- g) Leases Working Group: To appoint members

7. Review of Terms of Reference and Standing Orders Specific to Committees and Sub-Committees

- a) Environment Committee
- b) Communications Committee
- c) Traffic & Transportation Committee
- d) Planning Committee
- e) Human Resources Committee
- f) Finance Working Group
- g) Leases Working Group

- 8. Election of KALC Representatives (two members)**
- 9. Review the Scheme of Delegation: arrangements to committees, sub committees and staff**
- 10. Review the Risk Register**
- 11. Review the Council Asset Register**
- 12. Review of Arrangements for Insurance and Insurable Risks**
- 13. Review of Direct Debits and Regular Payments**

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

Signed:



Joanne Upton, Clerk to Bearsted Parish Council, 30th April 2026

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