Challock Parish Council

www.challockparishcouncil.gov.uk

**NOTICE OF THE MEETING OF THE PARISH COUNCIL, THAT WILL BE HELD ON THURSDAY 16th May 2024 at 19:30** **at the Audrey Allen Room, Challock Memorial Hall.** All members of the Council are hereby summoned toattend for the purpose of considering and resolving the business to be transacted at the meeting asset out in the agenda

**Members of the public and press are invited to attend the meeting.** Under the Openness of Local

Government Bodies Regulations 2014, attendees may be filmed, recorded, or otherwise reported

about by anyone present. Unless advised otherwise, the council accepts no responsibility for data

recorded in this way or its distribution

**Agenda**

1. **Election of the Chairman and Vice-Chairman**

To elect the Chairperson and the Vice-Chairperson.

1. **Parish Council Members Responsibilities and Representations on Outside Bodies**

To resolve which councillor will have responsibility or will represent the Parish Council on the following: Speedwatch, Highways, Parish Finances, PROW, Village Hall Committee, Cricket Club, Kent Association of Local Councils and other official bodies, William Oure Charity, and Challock Primary School.

1. **Welcome & Apologies**

To receive apologies for absence.

Relevant Legislation: Local Government Act 1972, s 85.

1. **Disclosure of Pecuniary Interests**

To receive disclosure of any pecuniary interests relating to meeting agenda items.

Having declared an interest, a member must not participate in discussion on the matter and must not take part in any vote unless an appropriate dispensation has been granted.

Relevant Legislation: Localism Act 2011, s 31.

1. **Approval of Minutes**

To approve the minutes of the meeting of the council held on Thursday, 18th April 2024.

Relevant Legislation: Local Government Act 1972, Sch 12, para 41 (1).

1. **PC Bradley Lindridge Downs West Ward**

 To receive a report.

1. **Clerk’s report**

To receive a report from the Clerk outlining actions taken following the last

meeting

1. **Correspondence**

To discuss any circulated matters

1. **Financial Matters**
2. **Bank Account Balances and Reconciliation**

To approve and sign the bank account balances and reconciliations for

April 2024

1. **Authorisation of Payment**

A schedule of supplier payments is presented for council resolution to authorize payment.

1. **Accounts for Payment for Information only**

Clerk’s salary £569.49 by Standing Order 29.4.2024

1. **Annual Internal Audit Report AGAR 2023/24**

To receive the Annual Internal Audit report

1. **Annual Governance Statement AGAR 2023/24.**

To resolve that Challock Parish Council has a sound system of internal control

1. **Accounting Statement AGAR 2023/24**

To resolve to approve the accounting statement.

1. **Assets Register 2023/24**

To receive the Register of Assets for 2023/24

1. **Notice of Public Rights and Publications of Annual Governance & Accountability Return**

To resolve to publish the AGAR and Notice of Public Rights and submit the audit documents to the external auditors, Mazars LLP.

1. **Insurance Renewal Quote**

To resolve to approve the insurance quotation.

Relevant Legislation: Accounts & Audit Regulations 2015. Local Government Act 1972, s142.

1. **Highways Matters & Highway Improvement Plan**
2. **Faversham Road Footpath Scheme**

To receive update on the Faversham Road Footpath Scheme

1. **Highways Improvement Plan**

To receive update on meeting with KCC Highways.

1. **Community Speedwatch**

To receive update on the recruitment of Speedwatch Co-Ordinator.

Relevant Legislation: Highways Act 1980

1. **Planning**
2. **Planning Applications**

To consider planning policies, applications and appeals received and resolve to

submit comments where appropriate. Please note that any applications received

following the issue of this agenda will be considered.

**PA/2024/0841 The Bungalow, Green Lane, Challock, Ashford, Kent TN25 4DN**

Two-storey side extension, loft conversion including new dormer windows, and changes to existing fenestration

1. **PA/2023/0704 Permit**

**Land to the South East of High Tree Lodge, Buck Street, Challock – Residential development for up to 13no dwellings with associated; access, layout, landscaping, scale, and appearance**

To receive comments on planning consultant advice concerning better collaboration with Planning Committee.

1. **Planning Enforcement**

**ENF/2024/0024 Grass Verge between Austen House and High Snoad House, Green Lane, Challock.** Alleged change of use of amenity land to garden land and erection of a fence

 Relevant legislation: Town and Country Planning Act 1990.

1. **New Waste & Recycling Service**

To receive update on new waste and recycling service

1. **Multi Use Games Area**

To receive update on progress of MUGA project.

1. **Village Community Events**

DDAY 80 Commemorative 2024

Parish Council to plan events in commemoration of D-Day 80 years

 Relevant legislation: Local Government Act 1972 s.145. Charities Act 2011, ss.298-303.

1. **Annual Parish Meeting 21st May 2024**

To receive an update and resolve any further actions

1. **Public Participation**

The council meets and makes its decisions in public. A council meeting is not a public meeting. It is a meeting held in public and there is no requirement in law which allows members of the public to speak at such meetings.

However, the council is keen to encourage public attendance at meetings and will therefore provide an opportunity for local registered electors to show they are committed to community engagement.

A maximum of 5 minutes is allowed per person to speak, and the total length of time afforded for public participation at each meeting shall be no more than 20 minutes, subject to an extension of this time, in exceptional circumstances, being agreed by the Chairperson.

Relevant Legislation: Local Government Act, s 100.

1. **Items to be placed on the next Agenda**

 Any items to be emailed to: clerk@challockparishcouncil.gov.uk no later than Tuesday,

 11th June 2024.

**The date of the next Parish Council meeting will be Thursday, 18th June 2024.**