Challock Parish Council

www.challockparishcouncil.gov.uk

**NOTICE OF THE MEETING OF THE PARISH COUNCIL, THAT WILL BE HELD ON THURSDAY 22nd May 2025 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: Speed watch, 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, 10th April 2025.

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

1. **PC Tim Moody 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 matters circulated**.**

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

To approve and sign the bank account balances and reconciliations for

March 2025.

1. **Authorisation of Payment**

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

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

A schedule of supplier payments paid for April

**iv) Internal Control Risk Assessment Review**

Councillors to review Parish Council Risk Assessment Register

**v) Annual Internal Audit Report AGAR 2023/24**

To receive the Annual Internal Audit report

**vi) Annual Governance Statement AGAR 2023/24.**

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

**vii) Accounting Statement AGAR 2023/24**

To resolve to approve the accounting statement.

**viii) Assets Register 2023/24**

To receive the Register of Assets for 2023/24

**iv)** **Notice of Public Rights and Publications of Annual Governance &**

**Accountability**

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

**v) Insurance Renewal Quote**

To resolve to approve the insurance quotation.

**vi) Replacement Printer**

To approve the purchase of printer

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

1. **Funding**
2. S106 Contributions Update & Review
3. Purchase of flag pole and request funds from the Summer Fair Committee.
4. **Play Park**
5. New play equipment Track Rider Installation
6. **The Lees**
7. **Lees Track Bollards Installation**

To receive update.

ii) **Methodist Chapel Car Park**

To approve use of parent car parking during school drop off and collection times

Relevant Legislation: Local Government (Miscellaneous Provisions) Act 1976,s.19

1. **Highways Matters & Highway Improvement Plan**
2. **Highways Improvement Plan**

Update on current projects and approve installation of school warning signs

1. **Village Hall Car Park**

To update on Village Hall Car Park extension

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 are received.

following the issue of this agenda will be considered.

**PA/2025/0376 -** Former Mill Lane Contractors building, Canterbury Road, Challock, Ashford, TN25 4BJ

Erection of new office building with associated access, parking areas and amenity space following demolition of existing commercial building. Amended Plan.

Relevant legislation: Town and Country Planning Act 1990.

1. **Multi Use Games Area**

Update on MUGA project planning stage.

Relevant Legislation: Local Government (Miscellaneous Provisions) Act 1976,s.19

1. **Village Community Events**

**i) VE80 & 5 Church Walk Event**

**ii) Update of forthcoming community events**

a) Open Gardens

b) Flower Festival

c) Summer Fair

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

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 per person is allowed 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, 3rd June.

**The date of the next Parish Council meeting will be Thursday, 12th June 2025.**