

NEWENDEN PARISH COUNCIL

<https://newenden-pc.gov.uk>

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I hereby give notice that the ANNUAL MEETING of NEWENDEN PARISH COUNCIL will take place on TUESDAY 7 MAY 2024 at 7pm in St Peter's church when the business detailed in this agenda will be considered.

Dated this day – 30 April 2024

Lauren Dobson – Parish Clerk

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- 1. Election of a chairman for the ensuing year** and to receive his/her declaration of acceptance of office.
 - 2. Election of a vice-chairman for the ensuing year** and to receive his/her declaration of acceptance of office.
 - 3. Apologies for absence.**
 - 4. Declarations of interest whether personal or personal/pecuniary regarding matters on the agenda.** Members are reminded that they should review their current declared interests displayed on Ashford Borough Council's website and let the Parish Clerk know if there are any changes to what has been declared.
 - 5. Allocation of responsibilities** between councillors and appointment of any other Committee that the Council agrees should be constituted for the coming year.
 1. Planning
 2. Highways
 3. Playground
 4. Finance / bank transactions.
 5. Website, social media and communications
 6. Employment sub-committee
 7. Safeguarding officer
 8. Environment
 - 6. Membership of External Bodies**
 1. National Association of Local councils and Kent Association of Local Councils. £175.45 subscription.
 2. To choose a representative to attend area KALC meetings as required by inviting nominations from councillors / voting on a representative.
 - 7. To consider and adopt the Local Government Association Model Code of Conduct for Councillors.**
 - 8. To agree a schedule to adopt and review policy documents over the forthcoming year.**
 - 9. To review and agree the schedule for meeting dates in the forthcoming council year.**

Commencement of ordinary PC meeting

- 10. To consider and approve** the minutes of the meeting on 9th April 2024

- 11. Matters arising** from the minutes/ action points from 9th April 2024 (*not covered elsewhere on agenda*)
- River water quality - update
- 12. Verbal reports / progress updates** from Council members.
- Highways**
 - Playground**
- 13. Annual Return: Accounting and Governance Statement** - To note and agree the Annual Governance and Accountability Return (AGAR) for the financial year ending 31 March 2024.
1. Section 1 of the AGAR – Review and approve.
 2. Section 2 of the AGAR – Review and approve.
 3. Notice of elector's rights – To confirm dates.
 4. Internal auditors report – to note any comments.
- 14. Finance.** Authorisation of accounts – to approve payments and note receipts since 6th March (a schedule of receipts & payments for the period will be presented at the meeting).
- 15. Planning** – to consider any planning applications received from Ashford Borough Council and any other planning matters.
- 16. Matters for consideration** as an agenda item for the next meeting._
- 17. Public Questions** – to allow members of the public to address or ask questions to the Parish Council in respect of any item on this agenda (maximum 10 mins).
- 18. Date of next meeting:** 2 July at 7.30pm.

The parish council meeting will be followed by the annual village meeting at 8pm.