

BREDHURST PARISH COUNCIL



**To all councillors: you are hereby summoned to attend the
ANNUAL MEETING OF THE PARISH COUNCIL TO BE HELD AT
BREDHURST PRIMARY SCHOOL
On Wednesday 2nd May 2018 at 6:30pm**

Members of the public and press are invited to attend. 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. At the discretion of the Chair the meeting may be closed and then opened to the public for questions. Any items for full discussion will be placed on next month's agenda.

AGENDA

1. Apologies for absence

Cllrs to consider if apologies are acceptable.

2. Election of Chair and declaration of acceptance of office

3. Election of Vice-Chair and declaration of acceptance of office

4. Declarations of interests

Cllrs to declare any pecuniary or non-pecuniary interests in matters to be considered on this agenda.

5. To approve the minutes of the meeting held on 28th March 2018

6. Police briefing

ADJOURNMENT FOR A SHORT OPEN SESSION

7. Matters arising (for information only)

Cllrs to receive an update on action points from previous meetings.

8. Review of policies and other annual arrangements

- a. Standing Orders
- b. Financial Regulations
- c. Equal Opportunities
- d. Publication Scheme
- e. Risk Assessments
- f. Other policies
- g. Fire hydrant checks
- h. Delegation scheme

9. Committees and election of representatives

Cllrs to consider committees and elect representatives to outside bodies.

10. Insurance

Cllrs to consider the quotes received to renew the insurance.

11. KALC membership

Cllrs to consider renewing KALC membership at a cost of £167.30 plus VAT.

12. Playing field

Cllrs to consider the new lease and receive an update on any other issues.

13. Play equipment

Cllrs to consider any necessary action.

14. Tree survey

Cllrs to consider the report and any necessary action.

15. Ethical standards consultation

Cllrs to consider the draft response.

16. Planning

- a. 18/500319 – Hawthorn Cottage, Dunn Street – demolition of existing dwelling and outbuildings, and erection of four semi-detached dwellings – refused.
- b. 18/501590 – Pine Lodge, Kemsley Street Road – demolition of existing timber and glazed conservatory and erection of a rear orangery including fully glazed lantern rooflight.
- c. 18/501819/PNR – Agricultural building at Abbots Court Farm – prior notification for the proposed change of use of a building and land within its curtilage from agricultural to a flexible use falling within Class B1 (offices).
- d. 18/500405 – Stockins Meadow, Blind Lane – demolition of existing bungalow and erection of a detached dwelling and a garage – approved.
- e. Any other planning matters.

17. Finance

- a. Financial statement, bank reconciliation and end of year budget report – to receive and accept
- b. Internal Audit
 - i. Cllrs to receive the Internal Audit Report for 2017-18
 - ii. Cllrs to appoint the Internal Auditor for 2018-19
- c. AGAR – end of year accounts 2017-18
 - i. Cllrs to review the Annual Governance Statement
 - ii. Cllrs to approve the Accounting Statements for 2017-18
 - iii. Cllrs to review the Certificate of Exemption
- d. Payments to be made:

Details	Amount	VAT*	Total
Clerk – wages and office rental (for info only – paid by BACS)			
H & G Ecology – tree survey	250.00	-	250.00
KALC – membership (tbc)	167.30	33.46	200.76

* VAT to be reclaimed.

18. Reports from parish councillors

19. Reports from borough and county councillors (if present)

20. Correspondence

ADJOURNMENT FOR A SHORT OPEN SESSION

21. Close of meeting

S Ratchford

Bex Ratchford, Parish Clerk, 26th April 2018
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