

# **Smeeth Parish Council**

To all members of Smeeth Parish Council.

Thursday April 29<sup>th</sup> 2021

There will be a meeting of Smeeth Parish Council via Zoom on Thursday, May 6<sup>th</sup> 2021 at 5.00pm, and you are summoned to attend.

Join Zoom Meeting

<https://zoom.us/j/9356899422>

Meeting ID: 935 689 9422

## **Agenda**

1. Election of the Chairman and any Vice-Chairman for the Council year 2021-22
2. Completion of the Declaration of Acceptance of Office Form by the Chairman.
3. To receive and approve apologies for absence.
4. To receive declarations of interest (Disclosable Pecuniary Interests and Other Significant Interests). The nature as well as the existence of any such interest must be declared.
5. To approve the minutes of the meetings held on 10<sup>th</sup> March 2021
6. To discuss matters arising from previous minutes that are not covered by the agenda
7. Co-option of a Councillor to the Parish Council
8. Public session: To receive questions and comments from the public on any agenda item
9. To confirm the representative to the following posts:
  - Planning co-ordinator
  - Playing Field Association representative
  - Village Hall Association representative
  - Village caretaker committee representative
  - KALC representative
  - Community Led Plan representative
  - Emergency Plan representative
10. To receive report from the Borough Councillor
11. To discuss the Highways Improvement Plan
12. To minute receipt of the PCSO's report
13. To receive an update on the Newsletter
14. KALC Representative Report
15. Footpaths and Highways
16. Planning matters: to authorise a response to any application(s) and to note any recent planning decisions by Ashford Borough Council or any correspondence on planning matters.
  - 13.1 To receive the report of the Planning committee

17. To review the effectiveness of the system of Internal Controls: Councillors are asked to consider the Statement of Internal Control in support of the Annual Governance Statement
18. To approve the Financial Regulations, Standing Orders, Asset Register and Risk Assessment and confirm arrangements for insurance cover in respect of all insured risks.
19. Review of the Council's subscriptions to other bodies ie KALC/CPRE
20. Financial matters:
  - a) To approve the following financial documents:
    - i. To receive the end of year accounts
    - ii. To receive the report from the Internal Auditor
    - iii. To approve the Governance Statement 2020/21, section 1 of the AGAR for the year ending 31 March 2021
    - iv. To consider and approve the Accounting Statements 2020/21, section 2 of the AGAR for the year ending 31 March 2021 and the supporting bank Reconciliation as at 31<sup>st</sup> March 2021, the explanation of significant variance. To ensure that the Accounting Statements 2020/21 are signed and dated by the person presiding at the meeting.
  - b) To note the Parish Council's financial position for the beginning of the new Financial Year.
  - c) To authorise any payments
21. Correspondence
22. Playing Field Association
23. Village Caretaker Scheme
24. Speed Watch
25. Community Led Plan/Emergency Plan
26. Any Other Business (for information purposes only):
27. Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.

**Wednesday 14<sup>th</sup> July 2021**

**Monday 8<sup>th</sup> September 2021**

**Monday 10<sup>th</sup> November 2021**

**Monday 12<sup>th</sup> January 2022**

**Monday 9<sup>th</sup> March 2022**

**Monday 11<sup>th</sup> May 2022**



Tracey Block (Clerk to Smeeth Parish Council)

