



Dear Sir/Madam,

18th July 2018

SUMMONS AND AGENDA FOR FULL COUNCIL

There will be a meeting of **MEOPHAM PARISH COUNCIL** on **Tuesday 24th July 2018 at 7:30 pm at the Cricket Pavilion, Meopham Green.** All items shown by (*) have been circulated.

Yours faithfully,

Sarah Eggesden

Clerk

AGENDA

- 1 To receive apologies for absence
- 2 To receive any Declarations of Members' Interests
- 3 To approve minutes of the previous meetings (22.05.18 and 12.06.18) (*)
- 4 To consider any matters arising from the above Minutes
- 5 To receive reports from:-
 - 5.1 County Councillor
 - 5.2 Borough Councillors
 - 5.3 Community Warden / PCSO
- 6 Public session – questions from the public
- 7 To receive and note minutes of and/or to determine recommendations made by Standing Committees and committee:
 - 7.1 Environment & Amenities Committee Meeting: 05.06.18 (previously circulated)
 - 7.2 Administration and Resources Committee Meeting: 13.02.18 (previously circulated)
 - 8.2.1 On the recommendation of the Administration and Resources Committee, to approve the amendments to Standing Orders, following on from the NALC revised Standing Orders (*)
 - 7.3 Planning & Projects Committee Meeting: 10.07.18 (*) (to follow)
 - 7.4 Planning Applications Committee: 05.05.18, 27.06.18 (*) (previously circulated) 17.07.18 (*) (to follow)
 - 7.5 Personnel Committee : 17.07.18 (*)
- 8 Parish Council representatives on external bodies
 - 8.1 To receive and note a report (*) (to follow)
- 9 Meopham Green

9.1 Track leading to Green Farm Cottages:- To note the parking of vehicles on the village green in front of Green Farm Cottages

9.1.1 To note that a letter has been sent to the Cricket Club

9.1.2 to consider the suggestion for installing posts on either side of the track

9.1.3 To agree to the clerk contacting the Parish Council's solicitor to investigate into costs for putting an easement in place for the three property owners of Green Farm Cottages for the track and for all other properties around the Meopham Green who require vehicular access over it (*)

9.2 Greenways, Meopham Green:- to note the proposal for new surfacing in front of the garage area (*)

9.2.1 to consider and if appropriate, approve the request to place the new surfacing beyond the property boundary by 0.5 metres

9.2.2 to consider the request to infill part of the driveway area that crosses the Meopham Green to the garage at Greenways.

9.2.3 Upon agreement for agenda item 9.2.2 to consider the parish council making a financial contribution to this work

10 Pitfield Green Toilets

10.1 Rose Bush Garden: Update on the maintenance of the rose garden and to consider delegating to the Clerk to appoint a contractor to carry out weed clearance of the area.

11 Financial Matters

11.1 To note Meopham Parish Council's Income and expenditure up to the 30.06.2018 (*) (to follow)

11.2 To approve the schedule of payments in accordance with Financial Standing Order 5.2 (*)

11.3 To approve a virement from reserves to the Planning and Projects Committees Festivities Budget for £119.00 underspend from the KCC Members Grant received last year for Picnic on the Green, to use for this year's event

12 To note correspondence received (*)

12.1 To note following KCC consultation: Big Conversation on Rural Transport in Kent

13 Chairman's announcements

CLOSED SESSION

Pursuant to Section 1(2) of the Public Bodies Admission to Meetings Act 1960, that due to the confidential nature of the next item the public and press will be asked to leave the meeting

14 Service Contract

14.1 To approve the appointment of the Service Contractor for a 3 year contract, effective from 15 September 2018 (*) (to follow)

15 Judson's Pavilion Refurbishment Project - Professional Fees

15.1 To approve the professional fees and delegate to the Clerk to appoint contractors in conjunction with Project Manager, subject to a successful outcome of the Football Foundation grant (*) (to follow)

16 Temporary Clerical Assistant:

16.1 To note the resignation of the temporary Clerical Assistant and that the Personnel Committee are taking steps to refill the position.

Distribution:

Council Members: Cllrs D Bramer, M Bramer, S Buchanan (Chairman), S Gofton, P Hasler, P Howard, R Knott, P Luxford, J McTavish, J Ogden (Vice Chairman), D Powell and B Wade

Member of Parliament: Mr A Holloway (§)

County Councillor: Cllr. B Sweetland

Borough Councillors: Cllr. Mrs L Boycott, Cllr. Mrs J Burgoyne, Cllr. D Shelbrooke, Cllr G Harding

Police Neighbourhood Team: PCSO Jo Hartley (§)

Rural Community Wardens: Mrs M Cason (§)

Press:(via email only) Kent Messenger (§)

§ - agenda only

Please note that the proceedings of this meeting may be recorded in line with regulations set out in the Openness of Local Bodies Regulations 2014.