



Dear Sir/Madam,

12<sup>th</sup> October 2016

**SUMMONS AND AGENDA FOR FULL COUNCIL – 18<sup>th</sup> October 2016**

There will be a meeting of **MEOPHAM PARISH COUNCIL** on Tuesday 18<sup>th</sup> October 2016 at **7:30 pm** at **Meopham Village Hall, Wrotham Road, Meopham**. All items shown by (\*) have been circulated.

Yours faithfully,

**Clerk**

**AGENDA**

- 1 To receive apologies for absence
- 2 To receive any Declarations of Members' Interests

**The meeting will be adjourned to receive any reports from County or Borough Councillors and to answer any questions from members of the public**

- 3 To approve minutes of the previous meetings (19.07.16 and 06.09.16) (\*)
- 4 To consider any matters arising from the above Minutes
- 5 To consider and make recommendations on Planning Applications (\*) (to follow)
- 6 To welcome Cllr Luxford and to approve her appointment to the Planning and Projects Committee
- 7 To receive and note minutes of and/or to determine recommendations made by Standing Committees:
  - 7.1 *Environment & Amenities Committee Meeting: 06.09.16 (\*)*
  - 7.2 *Planning & Projects Committee Meeting: 26.08.16 and 20.09.16 (\*)*
    - 6.2.1 *To receive the minutes from the Parish Action Team Meetings on 05.09.16 and 21.09.16 (\*)*
  - 7.3 *Administration and Resources Committee Meeting: 04.10.16 (\*)*
    - 7.3.1 *To consider and approve that £3000 is transferred from the reserves to the salary budget for the pension scheme for October 2016 to March 2017 on a recommendation from the Administration and Resources Committee*
    - 7.3.2 *To consider and approve the mileage rate for staff is increased from 40p per mile to 45p per mile for the first 10,000 business miles with immediate effect on a recommendation from the Administration and Resources Committee (\*)*
    - 7.3.3 *To consider and approve that a policy for councillors is put in place for mileage on a recommendation from the Administration and Resources Committee (\*)*

7.4 *Judson's Pavilion Committee Meeting: 21.09.16 (\*)*

- 8 To receive reports from Parish Council representatives on external bodies
- 9 Arrangements for Remembrance Sunday (13.11.16)
- 10 Financial Matters
  - 10.1 To note Meopham Parish Council's Income and expenditure up to the 11.10.16 (\*)
  - 10.2 To approve the schedule of payments in accordance with Financial Standing Order 5.2 (\*) (to follow)
  - 10.3 To note Meopham Parish Council's completed Annual Return for 2015/16
  - 10.4 To note the setting up of a savings account with Natwest and to approve the transfer of £75,000 to this account.
- 11 To note correspondence received (\*)

**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**

- 12 To receive and consider the revised quotations submitted for work on the edging of the wetpour at Judson's Recreation Ground and approve a contractor (\*) (to follow)
- 13 To receive a report from the Complaints Committee

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.