



WOULDHAM PARISH COUNCIL

To all members of the Council

YOU ARE SUMMONED TO ATTEND THE MEETING
OF THE **PARISH COUNCIL** TO BE HELD ON
TUESDAY 1ST MAY, AT 7.00PM
AT WOULDHAM VILLAGE HALL

Members of the Public and Press are welcome to attend

AGENDA – ANNUAL COUNCIL MEETING

- 1. To receive apologies for absence**
- 2. To receive Chairman's annual report for 2017/18**
- 3. Election of Chairman for 2018/19**
- 4. Election of Vice Chairman 2018/19**
- 5. Signing of Declaration of Acceptance of Office by Chairman, Vice Chairman and Councillors.**
- 6. To appoint membership for Committees/Groups:**
 - 6.1 Planning committee appoint 4 Councillors**
 - 6.2 Village Hall Committee – appoint 3 Councillors**
 - 6.3 Henry Peters Charity Trust – PC representative**
 - 6.4 Neighbourhood Watch – PC representative**
- 7. To appoint Councillors to the following responsibilities**
 - 7.1 Allotments Association – PC contact**
 - 7.2 Peters Village liaison**
 - 7.3 Flooding – PC representative with the EA for flood alerts**
 - 7.4 Footpaths**
 - 7.5 Litter/cleaning**
 - 7.6 Highways and verges**
 - 7.7 Parish Website co-ordinator**
 - 7.8 Recreation Ground and Insurance Risk Assessment check**
 - 7.9 Street lighting**
 - 7.10 Wouldham Common**
 - 7.11 Wouldham School and pre school**
 - 7.12 Youth Club**

8. Wouldham Parish Council Bank Accounts

**8.1 To agree signatories ; Nat West Current Account
Nationwide Savings Account**

8.2 To Agree future full council meeting dates

AGENDA FOR PARISH COUNCIL MEETING

1. Apologies for Absence

2. Approval of the Minutes Monthly Meeting held on April 3rd 2018

3. Matters arising from the Minutes

4. To receive Declarations of Interest

5. External Reports

Co-option of Theresa Gray. Sign the Acceptance of Office

5.1 To receive report from Borough Councillors and questions from the Council.

5.2 To receive report from County Councillor and questions from the Council

5.3 To receive monthly crime and incidents report and questions from the Council

5.4 To receive report from Neighbourhood Watch and questions from the Council

5.5 To receive report from the Youth Club and questions from the Council

6. Planning

6.1 Planning applications considered and commented upon by the Planning Committee:

18/00797/FL 39 Oldfield Drive. Porch

6.2 Planning consents issued:

6.3 Planning applications refused:

6.4 Other Planning Issues:

7. Peters Village

8. Members of the Public (The Parish Council meeting is open to members of the public for questions for 30 minutes. One question per person will be allowed initially and only if time permits further questions will be allowed. Members of the public will not be allowed to speak during the Council's formal business unless invited to do so by the Chairperson)

9. Street Lighting

10. Highways & Verges

Traffic/walkway suggestions for KCC

11. Footpaths/PROW

Trenport response to lighting along Hall Rd

12. Allotments

13. Wouldham Common

14. Village Hall

15. Recreation Ground

Portable CCTV camera

Fun Days for 2018

Cllr Jukes

16. Administrative and Finance Matters

16.1 To review the effectiveness of the system of Internal Control. Councillors are asked to consider the attached Statement of Internal Control in support of the Annual Governance Statement. The Chair of the meeting and the Clerk to sign.

16.2 To approve the Annual Governance Statement for 2017/18, Section 1 of the Annual Return for the year ending 31 March 2018. The Chair of the meeting and the Clerk to sign.

16.3 To approve the Accounting Statements for 2017/18. Section 2 of the Annual Return for the year ending 31 March 2018 and the supporting Bank Reconciliation as at 31 March 2018 and if necessary the explanation of the significant variations from last year (2016/17) to this year (2017/18) and the explanation of any difference between Box 7 and Box 8 in Section 2 to be sent to the External Auditor. The Chair of the meeting to sign.

16.4 Approval of Accounts for payment: Parish Council

16.5 Approval of Accounts for Village Hall

16.6 Agreement to KALC subscription

16.7 To discuss and approve items for the Church News

17. Correspondence Received

18. Date of Next Meeting

June 5th 2018

19. Questions from Councillors, Chairperson and Clerk/Future Agenda Items

Nicky Grimes
Clerk Wouldham Parish Council

