



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 2ND JUNE 2020, 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 2019/20**
- 3. Election of Chairman for 2020/21**
- 4. Election of Vice Chairman 2020/21**
- 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 Finance committee x 3**
 - 6.4 Highways Committee x 5**
- 7. To appoint Councillors to the following responsibilities**
 - 7.1 Neighbourhood Watch**
 - 7.2 Allotments Association – PC contact**
 - 7.3 Peters Village liaison**
 - 7.4 Flooding/emergency planning**
 - 7.5 Footpaths/ Litter/bins**
 - 7.6 Parish Website**
 - 7.7 CCTV**
 - 7.8 Recreation Ground and Insurance Risk Assessment check**
 - 7.9 Litter bins**
 - 7.10 Life buoy check**
 - 7.11 Wouldham Common**
 - 7.12 Wouldham School governor**

7.13 Attendance at KALC/PPP meetings

7.14 Highways and verges

7.15 Street Lighting

7.16 Grant application

8. Wouldham Parish Council Bank Accounts

To agree signatories; Nat West Current Account

Nationwide Savings Account

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 March 3rd 2020

3. Matters arising from the Minutes

4. To receive Declarations of Interest

5. External Reports

5.1 To receive report from Borough Councillors.

5.2 To receive report from County Councillor.

5.3 To receive monthly crime and incidents report.

5.4 To receive report from Neighbourhood Watch.

5.5 To receive report from the Youth Club.

6. Planning

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

TM/20/00681/FL 320 Rochester Road

TM/20/00966/TPOC 183 High St sycamore tree

6.2 Planning consents issued:

TM/20/00401/LDP 44 High St. Lawful certificate 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

11. Footpaths/PROW

12. Allotments

13. Wouldham Common

14. Village Hall

15. Recreation Ground

15.1 Maintenance of area on the Recreation Ground along pathway

On May 13th 2020 7 members of the PC agreed that we should ask the Fish and Chip can, which uses the car park weekly for a £15 charge.

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 (page 3 AGAR) 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 2019/20, Section 1 of the Annual Return for the year ending 31 March 2020. The Chair of the meeting and the Clerk to sign.

16.3 To approve the Accounting Statements for 2019/20. Section 2 of the Annual Return for the year ending 31 March 2020 and the supporting Bank Reconciliation as at 31 March 2020 and if necessary the explanation of the significant variations from last year (2018/19) to this year (2019/20) 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

17. Resolution to draw down the money applied for from PWLB

18. General Village business

18.1 Info for The Community Magazine

19. Correspondence Received

20. Date of Next Meeting

July 7th 2020

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

Nicky Grimes
Clerk Wouldham Parish Council