



TO ALL COUNCILLORS

27th April 2022

THERE IS TO BE AN ANNUAL MEETING OF THE PARISH COUNCIL ON **MONDAY 9th MAY 2022. IT WILL BE HELD **IN THE HALL AT ELHAM PRIMARY SCHOOL** FOLLOWING THE ANNUAL PARISH MEETING WHICH STARTS AT **7.00pm**.**

YOU ARE HEREBY SUMMOND TO ATTEND.

THE AGENDA IS AS FOLLOWS:

90/22 To Record those present and list any apologies.

91/22 Election of Chairman

The Chairman, on being elected, is to sign a Declaration of Acceptance of Office.

92/22 Election of Vice-Chairman

The Vice-Chairman, on being elected, is to sign a Declaration of Acceptance of Office.

93/22 To declare any Disclosable Pecuniary Interests (DPI), Other significant Interests (OSI's) or a Voluntary interest relating to items on the agenda.

The meeting will be adjourned for 93/22.

94/22 Public Contribution

(For members of the public to ask questions – This item will last no more than 15 minutes).

The meeting will be reconvened to discuss 94/22 onwards.

95/22 To note and agree minutes of (to be signed in person by the Chairman of the meeting)

- 1) The Annual Parish meeting of 4th May 2022.
- 2) The Ordinary meeting of the Parish Council of 4th April 2022.

96/22 Committees

1. To **discuss** and **agree** appointment of Councillors on committees:
 - i. Staffing Committee
 - ii. C&A Committee
 - iii. Wellbeing Advisory Committee

- iv. Telecomms Committee
- 2. To **consider** and **agree** Terms of Reference for:
 - i. Staffing Committee
 - ii. C&A Committee
 - iii. Wellbeing Advisory Committee
 - iv. Telecomms Committee
- 3. To **discuss** the Highways representative and **agree** actions.
- 4. To **discuss** the Environmental Working Group and **agree** actions.

97/22 **Outside Bodies**

To **discuss** and **agree** appointment of Councillors on outside bodies:

- i. KALC Shepway Area Committee (2 representatives)
- ii. Folkestone and Hythe District Council Planning User Group
- iii. Sir John Williams Trust
- iv. Elham and Acrise Samaritan Fund
- v. Play for Elham
- vi. Elham Village Hall
- vii. Elham Primary School
- viii. Flood Warden
- ix. Tree Warden

98/22 **Standing Orders**

To **review** the Standing Orders in line with clerks' recommendations and **agree** adoption.

99/22 **Financial Regulations**

To **review** the Financial Regulations in line with the clerks' recommendations and **agree** adoption.

100/22 **Code of Conduct**

To review the Code of Conduct in line with the clerks' recommendations and **agree** adoption.

101/22 **Finance**

- 1) To **note** and **agree** the Accounts from March 2022 and **authorise** the Chairman to sign.
- 2) To **note** and **agree** the Bank Reconciliation from March 2022 and **authorise** the Chairman to sign.
- 3) To **note** the receipt of the Accounts for April 2022 – *to be circulated to all Councillors prior to meeting.*
- 4) To **note** the receipt of the Bank Reconciliation for April 2022- *to be circulated to all Councillors prior to meeting.*
- 5) To **agree** April invoices and **agree** payments- *to be circulated to all Councillors prior to meeting.*

102/22 **Planning**

1. To **note** the receipt of applications and **agree comments**.
22/0159/FH - Barn, Old Mount Farm, Mount Hill, Rhodes Minnis, CT4 6YD - Installation of a ground mounted solar PV array sited to the rear of the back garden.

Re-consultation 21/2520/FH - Boyke Bungalow, Boyke Lane, Rhodes Minnis, Canterbury, CT4 6XN. The reason for the re-consultation is that revised drawings have been submitted to FHDC.

2. To **note** the receipt of applications since the agenda was issued and **agree comments**.
3. To **note** any decisions made by Folkestone and Hythe District Council.
4. To **note** application for works to tree in churchyard and **receive** an update.
5. To **discuss** Neighbourhood Plan and **agree** actions.

- 103/22** To **hear** verbal reports from
1. County Councillor – Susan Carey
 2. District Councillor – Stuart Peall

- 104/22 Correspondence**
To **note** correspondence received and **agree** actions, if required.

105/22 Date of next meeting and Close.

Signed

Clairę Greenwood

Parish Clerk