



TO ALL COUNCILLORS

30th May 2023

THERE IS TO BE AN ORDINARY MEETING OF THE ABOVE PARISH COUNCIL ON MONDAY 5TH JUNE 2023. IT WILL BE HELD IN THE HALL, ELHAM PRIMARY SCHOOL STARTING 7.30pm.

YOU ARE HEREBY SUMMOND TO ATTEND.

THE AGENDA IS AS FOLLOWS:

104.23 To record those present and list any apologies.

105.23 To declare any Disclosable Pecuniary Interests (DPI), Other significant interests (OSI's) or a voluntary interest relating to items on the agenda.

A member who declares a DPI in relation to any item on the agenda will need to leave the meeting for the whole of that item and will not be able to speak or take part unless a relevant Dispensation has been granted.

A member who declares an OSI will be able to speak on the item but will be required to leave the meeting for the vote.

Councillors may also declare a voluntary interest if they are unsure of their position. Inclusion and voting will be decided at the time of the declaration unless this has been discussed with the clerk prior to the meeting.

The meeting will be adjourned for 106.23

106.23 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 107.23 onwards.

107.23 To note and agree minutes of

- 1) The Annual meeting of the Parish Council of 15th May 2023.
- 2) The C&A Committee meeting of 22nd May 2023.

108.23 Chairman's Report

(Please note, no decisions can be made on items under this heading)

109.23 Finance

- 1) To **review** the 2022-2023 Internal Auditor Report and **agree** actions.
- 2) To **consider** the unaudited accounts for 2022-23 and **agree** actions.
- 3) To **review** and **approve** the effectiveness of the system of internal control, *to be signed by the Chairman and Clerk.*
- 4) To **approve** the Annual Governance Statement for 2022-23, Section 1 of the AGAR for the year ending 31st March 2023 *to be signed at the meeting by the Chairman and Clerk.*
- 5) To **approve** the Accounting Statements for 2022-23, Section 2 of the Agar for year ending 31st March 2023. *Signed prior to the meeting by the RFO and to be signed at the meeting by the Chairman.*
- 6) To **approve** the supporting Bank Reconciliation as of 31st March 2023.
- 7) To **approve** the explanation of the significant variations from 2021-22 to this year 2022-23.
- 8) To **approve** the dates set for the period for the exercise of public rights.
- 9) To **note** and **agree** the Accounts from April 2023 and **authorise** the Chairman to sign.
- 10) To **note** and **agree** the Bank Reconciliation from April 2023 and **authorise** the Chairman to sign.
- 11) To **note** the receipt of the Accounts for May 2023 – *to be circulated to all Councillors prior to meeting.*
- 12) To **note** the receipt of the Bank Reconciliation for May 2023- *to be circulated to all Councillors prior to meeting.*
- 13) To **consider** a virement of £139.07 from ringfenced elections to Elections and **agree** actions.
- 14) To **consider** a virement of £2940.00 from ringfenced Church wall to Church wall and **agree** actions.
- 15) To **agree** May invoices and **agree** payments- *to be circulated to all Councillors prior to meeting.*

110.23 Planning

- 1) To **note** receipt of received application and **agree** comments:
23/0673/FH - Cockpit Cottage, Cock Lane, Elham, Canterbury, CT4 6TJ - Single storey pitched roof extension with dormer.
- 2) To **note** receipt of received application since the agenda was issued and **agree** comments.
- 3) To **note** any decisions made by Folkestone and Hythe District Council

111.23 Committees

- 1) To **discuss** and **agree** Councillors becoming members of the Wellbeing Committee.
- 2) To **review** the aims of the following committees and **agree** actions if required:
 - a. C&A Committee
 - b. Wellbeing Committee

112.23 Trees

To **consider** quotations received and **agree** actions.

113.23 To **hear** verbal reports from
(Please **note** received reports will be included in the minutes)
County Councillor – Susan Carey
District Councillor

114.23 Correspondence
To **note** correspondence received and **agree** actions, if required.

115.23 Date of next meeting and Close

Signed

Claire Greenwood

Parish Clerk