



TO ALL COUNCILLORS

28<sup>th</sup> November 2023

**THERE IS TO BE AN ORDINARY MEETING OF THE ABOVE PARISH COUNCIL ON MONDAY 4<sup>th</sup> DECEMBER 2023. IT WILL BE HELD IN THE HALL, ELHAM PRIMARY SCHOOL STARTING 7.30pm.**

**YOU ARE HEREBY SUMMONED TO ATTEND.**

**THE AGENDA IS AS FOLLOWS:**

**234.23 To record those present and list any apologies.**

**216.23 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 235.23.*

**235.23 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 236.23 onwards.*

**236.23 To note and agree minutes of**

- 1) The Ordinary meeting of the Parish Council of 6<sup>th</sup> November 2023.
- 2) The Wellbeing Committee meeting of the Parish Council of 16<sup>th</sup> November 2023.

### **237.23 Chairman's Report**

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

### **238.23 Finance**

- 1) To **note** and **agree** the Accounts from October 2023 and **authorise** the Chairman to sign.
- 2) To **note** and **agree** the Bank Reconciliation from October 2023 and **authorise** the Chairman to sign.
- 3) To **note** the receipt of the Accounts for November 2023 – *to be circulated to all Councillors prior to meeting.*
- 4) To **note** the receipt of the Bank Reconciliation for November 2023- *to be circulated to all Councillors prior to meeting.*
- 5) To **agree** November invoices and **agree** payments- *to be circulated to all Councillors prior to meeting.*

### **239.23 Planning**

- 1) To **note** receipt of received application and **agree** comments:  
*23/1783/FH* - Elham Village Hall, High Street, Elham, CT4 6SX - Erection of a community timber shed.  
*23/1734/FH* - Kings Arms, The Square, Elham, CT4 6TJ - Retrospective planning application for works to raise the ground levels in the existing garden.  
*23/1639/FH* - Little Gate Farm, Park Gate Hill, Elham, Canterbury, CT4 6NE -Single Storey side extension to existing dwelling.
- 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.

### **240.23 Community and Amenities**

To **receive** updates on The Gore and **agree** actions if required.

### **241.23 Calendar**

To **agree** 2024 meeting calendar.

### **242.23** To **hear** verbal reports from *(Please note received reports will be included in the minutes)*

County Councillor – *Susan Carey*

District Councillor - *James Butcher /Stephen Scoffham/David Godfrey*

### **243.23 Correspondence**

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

### **244.23 Date of next meeting and Close**

## **Signed**

Clairę Greenwood

**Parish Clerk**