



TO ALL COUNCILLORS

3rd January 2024

**THERE IS TO BE AN ORDINARY MEETING OF THE ABOVE PARISH COUNCIL
ON **MONDAY 8th JANUARY 2024**. IT WILL BE HELD IN **THE HALL, ELHAM
PRIMARY SCHOOL** STARTING **7.30pm**.**

YOU ARE HEREBY SUMMONED TO ATTEND.

THE AGENDA IS AS FOLLOWS:

- 01.24 To record those present and list any apologies.**
- 02.24 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 03.24.

- 03.24 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 04.24 onwards.

- 04.24 To note and agree minutes of**
1) The Ordinary meeting of the Parish Council of 4th December 2023.

- 05.24 Chairman's Report**
(Please note, no decisions can be made on items under this heading)

06.24 Finance

- 1) To **note** and **agree** the Accounts from November 2023 and **authorise** the Chairman to sign.
- 2) To **note** and **agree** the Bank Reconciliation from November 2023 and **authorise** the Chairman to sign.
- 3) To **note** the receipt of the Accounts for December 2023 – *to be circulated to all Councillors prior to meeting.*
- 4) To **note** the receipt of the Bank Reconciliation for December 2023- *to be circulated to all Councillors prior to meeting.*
- 5) To **consider** a virement of £3700 from ringfenced General Reserves to Clerks Salary and **agree** actions.
- 6) To **agree** December invoices and **agree** payments- *to be circulated to all Councillors prior to meeting.*

07.24 Planning

- 1) To **note** receipt of received application and **agree** comments:
23/1830/FH - Bankside, High Street, Elham, Canterbury, CT4 6SY - Proposed Timber Cabin for Ancilliary Use.
23/1961/FH/TCA - The Vicarage, Vicarage lane, Elham, Canterbury, CT4 6TT
- Works to trees in a Conservation area comprising of G01 Holly x 6 & Sycamore x 11 prune away from utility lines 1.5-2.0m clearance, trim back low growth from roadside, strip main stems of ivy to 2.5m above ground level, G02 Plum x 2 crown lift to 5.2m, G03 Elder x 2 & Sycamore x 20 lift trees to clear fence line, T02 Silver Birch lift tree by 2m, T03 Sumac coppice, T07 Yew prune back tree to fence line to give 1m clearance of utility line, T08 Western Red Cedar lift canopy to clear fence, T09 Ash remove deadwood greater than 25mm, sever/strip ivy from to approx 2.5m above ground level, T10 Sycamore prune away from neighbouring property to give 3m clearance, T12 Holly & T13 Ash - strip trees of ivy & T14 Lime remove central stem.
- 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.

08.24 Community and Amenities

- 1) To **receive** update on The Gore and **agree** actions if required.
- 2) To **consider** the Terms of Reference for The Gore Working Party and **agree**.
- 3) To **receive** update on the Churchyard and **agree** actions if required.

09.24 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*

10.24 Correspondence

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

11.24 Date of next meeting and Close

Signed *Clairz Greenwood* **Parish Clerk**