



## To all Members of Pembury Parish Council

You are hereby summoned to attend the meeting of Pembury Parish Council at the Parish Council Offices, Lower Green Recreation Ground, Lower Green Road, Pembury TN2 4DZ on **Monday 11 June 2018 at 7:45pm.**

*Helen Munro*

Helen Munro  
Parish Clerk  
Date of Issue: 5 June 2018

### **Members of the Public and Press are welcome to attend**

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Please note that the proceedings of this meeting may be recorded in line with regulations set out in the Openness of Local Government Bodies Regulations 2014. A copy the Council's procedure for the recording of meetings is available by request. Members of the public addressing the Council but not wishing to be recorded should put this request to the Clerk at the earliest opportunity.

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## **A G E N D A**

1. **APOLOGIES FOR ABSENCE.** To receive and note apologies for absence.
2. **DECLARATIONS OF INTEREST.** To receive declarations of pecuniary and non-pecuniary interests.
3. **MINUTES.** To receive and approve the minutes of the meeting held on 14 May 2018 for signature.
4. **COMMITTEE MINUTES.** To receive and adopt the minutes of the Planning & Highways Committee held on 24 May 2018.
5. **CHAIRMAN'S ANNOUNCEMENTS.** To receive announcements.
6. **OPEN SESSION.** To adjourn the meeting to enable any members of the public present to address the Council. *Please note there can be no discussion of these items and issues will either be addressed elsewhere on the agenda or be referred to a future meeting of the Parish Council.*
7. **CLERK'S REPORT AND ACTION UPDATES.** To receive report and update on previous actions and any urgent actions taken.
8. **REPORTS OF COUNTY & BOROUGH COUNCILLORS'.** To receive questions and reports.
9. **LOCAL PLAN UPDATE.** To receive any updates on progress.
10. **GDPR DATA AUDIT.** To receive the GDPR Data Audit and note findings.
11. **FIVE YEAR PLAN.** To consider the five-year plan.
12. **ENVIRONMENT WORKING GROUP.** To receive the minutes of the meeting held on 21 May 2018 and consider the recommendation of the Working Group:
  - a. To receive recommendation to approve fees for the transfer of exclusive right of burial.

- b. To receive recommendation to approve erecting a statue at the Burial Ground.
  - c. To discuss the Planter outside the chemist and consider how to progress the project.
  - d. To receive recommendation to replace the grass in front of the War Memorial with plants.
  - e. To receive recommendation to approve the purchase of 30 large poppies to be installed around the Village Green for Remembrance Day.
  - f. To receive recommendation to terminate an allotment plot due to it not being worked.
  - g. To consider request to keep bees at the allotment site.
  - h. To receive recommendation for works to clear the vegetation from the top of the Polley Close bus shelter.
  - i. To receive recommendation to allow a small part of an allotment to be fenced off.
  - j. To request that the Finance and HR Working Group consider where funding additional expenditure for Environment Working Group should be vired from.
13. **AMENITIES WORKING GROUP.** To receive the minutes of the meeting held on 4 June 2018 and consider the recommendation of the Working Group:
- a. To consider request to introduce "Cardio Tennis" classes on the tennis courts and receive recommendation from the Working Group.
  - b. To consider request to use Lower Green Recreation Ground for occasional informal football for 4 and 5-year olds.
  - c. To consider next steps to chase for outstanding debt.
  - d. To receive recommendation for three-year agreement to hire Christmas Lights.
  - e. To receive update on the Musical Picnic and request to vire funds to cover the cost of the event.
  - f. To receive update on the Firework Display and consider fundraising.
14. **ACCOUNTS FOR PAYMENT.** To receive for signature and approval.
15. **QUESTIONS FROM COUNCILLORS AND FUTURE AGENDA ITEMS.** For information only.
16. **MEETING DATES.**
- a. Full Council – 9 July 2018.
  - b. Annual Parish Meeting 2019 – consider a change in date.