



## 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 9 July 2018** at **7:45pm**.

*Helen Munro*

Helen Munro  
Parish Clerk  
Date of Issue: 3 July 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 11 June 2018 for signature.
4. **COMMITTEE MINUTES.** To receive and adopt the minutes of the Planning & Highways Committee held on 18 June 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. **HIGH WEALD AONB MANAGEMENT PLAN 2019-2024.** To consider response to consultation.
11. **COUNCILLOR CO-OPTION PROCEDURE.** To review and approve the draft procedure.
12. **ANNUAL PARISH MEETING.** To consider change of format and agree amended date.

13. **WAR MEMORIAL PLAQUES.** To consider relocating the old war memorial plaques to Pembury Primary School.
14. **LOWER GREEN RECREATION GROUND.**
  - a. To agree to the proposal to allow Pembury Athletic Youth Football Club to install a drain adjacent to the football pitches to address mud and standing water issues.
  - b. To receive quotes to supply and fit telescopic bollards.
15. **TENNIS COACHING.** To consider request to offer coaching during the school summer holidays 2018.
16. **COMMUNICATION WORKING GROUP.** To receive the minutes of the meeting held on 2 July 2018 and consider the recommendation of the Working Group:
  - a. To receive recommendation to adopt Terms of Reference for the Working Group.
  - b. To receive recommendation to adopt Advertising Policy and Terms and Conditions of advertising in the PVN.
  - c. To receive recommendation to allow the Chair and Vice Chair of the Communications Working Group to be added as administrators to the Facebook page to post urgent items in the Clerk's absence only. To approve the amended Social Media policy.
  - d. To receive recommendation to request the creation of a minority authority governor at Pembury Primary School.
17. **PLANNING APPLICATIONS.** To consider planning applications due before the next Planning & Highways Committee meeting.
  - a. **18/01889/TPO – 9 Knights Ridge**  
Trees: G2 (ASH And BEECH) Cut back overhanging branches
18. **FINANCE AND ADMINISTRATION.**
  - b. To receive accounts for payment for signature and approval.
  - c. To note receipts from April to June 2018.
  - d. To agree additional delegated powers to the Clerk during the summer recess.
19. **QUESTIONS FROM COUNCILLORS AND FUTURE AGENDA ITEMS.**  
For information only.
20. **MEETING DATES.**
  - a. Full Council – 3 September 2018.
  - b. To note updated meeting schedule for 2018/19