



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 1 October 2018 at 7:45pm.**

Helen Munro

Helen Munro
Parish Clerk
Date of Issue: 25 September 2018

Members of the Public and Press are welcome to attend

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.

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 10 September 2018 for signature.
4. **COMMITTEE MINUTES.** To receive and adopt the minutes of the Planning & Highways Committee held on 17 September 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.** 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. **PARKING.** To receive recommendations from the Planning & Highways Committee:
 - a. To consider a public consultation to install double yellow lines on the corner of Church Road and Maidstone Road.
 - b. To consider parking issues in Penns Yard and update from Town and County.
10. **PLANNING APPLICATION.** To consider a response to application 18/02774/FULL, 84 Ridgeway, Erection of a two-storey front extension and garage to office conversion.

11. **PRIDE IN PEMBURY – WINNER’S TEA.** To receive update.
12. **PEMBURY BURIAL GROUND.** To receive request to install small bench outside of the approved grave area and a memorial stone.
13. **ALLOTMENT.** To approve amended allotment tenancy agreement.
14. **FINANCE AND ADMINISTRATION.** To receive accounts for payment for signature and approval.
15. **QUESTIONS FROM COUNCILLORS AND FUTURE AGENDA ITEMS.** For information only.
16. **MEETING DATES.** 5 November 2018