



## 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 7 January 2019 at 7:45pm.**

*Helen Munro*

Helen Munro  
Parish Clerk

Date of Issue: 24 December 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 3 December 2018 for signature.
4. **COMMITTEE MINUTES.** To note draft Committee minutes:
  - a. Planning & Highways Committee – 17 December 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. **CONSULTATION.** To consider additional information and agree response to the Kent Libraries, Registrations and Archive Strategy consultation.
10. **PLANNING APPLICATIONS.** To consider applications and agree responses to TWBC:

- a. [18/03835/ENVSCR - Land Adjacent Tesco Car Park Cornford Lane](#) – EIA Screening Opinion – Development of a motor village car dealership and alterations to Tesco car park.
  - b. [18/03715/FULL – 33 Maidstone Road, Pembury](#) – two storey rear extension, porch extension and decking; alterations to fenestration.
  - c. To consider any late planning applications received after the agenda has been set that cannot be extended to the next Planning and Highways Committee meeting.
11. **PEMBURY VILLAGE NEWS.** To consider request to include an educational blog post in the newsletter.
12. **AMENITIES WORKING GROUP.** To receive the minutes of the meeting held on 10 December 2018 for approval and consider the following recommendations of the Working Group:
- a. To agree entrance signage for Lower Green Recreation Ground.
  - b. To appoint a contractor to remove a speed bump.
  - c. To agree the Picnic on the Green Event plan and sponsorship.
  - d. To trial First Aid Training for residents

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Pursuant to Section 1(2) of the Public Bodies (Admission to meetings) Act 1960 the public and press will be excluded from the meeting for item 11 and 12 on the grounds that it will involve the likely disclosure of exempt information.

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13. **LOCAL PLAN.** To receive and note minutes from meeting with TWBC on 19 December.
14. **DISCHARGE OF COVENANT.** To further consider a request to discharge a covenant on the Sturgeon’s site on Henwood Green Road.
15. **SEASONAL GROUNDS PERSON.**
- a. To agree to appoint a seasonal grounds person from May 2019.
  - b. To consider delegating the recruitment and selection to the Finance and HR Committee.
16. **FINANCE AND ADMINISTRATION.** To receive and approve the Accounts for payment for signature.
17. **QUESTIONS FROM COUNCILLORS AND FUTURE AGENDA ITEMS.** For information only.
18. **MEETING DATE.** 4 February 2019.

