



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 13 May 2019** at **7:15pm**.

Helen Munro

Helen Munro
Parish Clerk
Date of Issue: 7 May 2019

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. **CHAIRMAN.** To receive nominations and vote on appointment.
2. **VICE-CHAIRMAN.** To receive nominations and vote on appointment.
3. **ACCEPTANCE OF OFFICE.** To sign the declarations of acceptance of office.
4. **APOLOGIES FOR ABSENCE.** To receive and note apologies for absence.
5. **DECLARATIONS OF INTEREST.**
 - a. To receive declarations of pecuniary and non-pecuniary interests.
 - b. To note dispensations given.
6. **MINUTES.** To receive and approve the minutes of the meeting held on 1 April 2019 for signature.
7. **COMMITTEE MINUTES.** To note draft Committee minutes:
 - a. Planning & Highways Committee – 15 April 2019.
 - b. Finance & HR Committee – 24 April 2019
8. **CHAIRMAN'S ANNOUNCEMENTS.**
 - a. To receive general announcements.
 - b. To note 2 casual vacancies and agree advertising.
9. **CLERK'S REPORT.** To receive report and update on previous actions, on-going projects and any urgent actions taken.
10. **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.

11. **PLANNING APPLICATIONS.** To consider planning applications and agree response to Tunbridge Wells Borough Council.
 - a. **19/00884/FULL HENDY MOTOR VILLAGE** – Development of a Motor Village Car Dealership and Minor Alterations to Tesco Foodstore Car Park at Land Adjacent Tesco Car Park, Cornford Lane.
 - b. To re-consider decision C18/213 to follow its usual procedure to advertise planning applications.
 - c. To consider how to inform residents about the Hendy Motor Village planning application.
 - d. **19/00699/FULL 23 Sandhurst Avenue** - Single storey side and rear extension at first floor level.
12. **REPORTS OF COUNTY & BOROUGH COUNCILLORS’.** To receive questions and reports.
13. **DELEGATION ARRANGEMENTS.** To review delegations to committees and officers.
14. **TERMS OF REFERENCE.** To review for all Standing Committees and Working Groups.
15. **STANDING COMMITTEES AND WORKING GROUPS.** To receive nominations and vote on memberships:
 - a. Planning and Highways Committee.
 - b. Finance and Human Resources Committee.
 - c. Open Spaces Working Group.
 - d. Allotment and Burials Working Group.
 - e. Communications and Events Working Group.
16. **COMMITTEE AND WORKING GROUP CHAIRMAN AND VICE-CHAIRMAN.** To vote on appointments.
17. **EXTERNAL BODIES.** To agree representatives.
 - a. KALC Area Committee & Annual meeting
 - b. Charles Amhurst Alms-houses.
 - c. Pavilion Management Committee.
 - d. Village Hall Management Committee.
18. **STANDING ORDERS.** To review and adopt.
19. **FINANCIAL REGULATIONS.** To review and adopt.

20. **POLICIES.** To approve the following policies:
 - a. Complaints policy
 - b. Publication Scheme.
 - c. Press Policy.
21. **MEETING DATES.** To agree meeting dates for 2019/20.
22. **GENERAL POWER OF COMPETENCE.** To consider if the Council is eligible and adopt the General Power of Competence.
23. **QUALITY COUNCIL.** To approve applying for Quality Status.
24. **FINANCE AND ADMINISTRATION.**
 - a. To receive and approve the Accounts for payment for signature.
 - b. To receive the budget monitoring report as at 31 March 2019.
 - c. To receive the bank reconciliation as at 31 March 2019.
 - d. To receive the reserves as at 31 March 2019.
 - e. To consider amendments to the 2019/20 budget.
 - f. To receive recommendation for changes to bank signatories.
25. **QUESTIONS FROM COUNCILLORS AND FUTURE AGENDA ITEMS.** For information only.
26. **FUTURE MEETINGS.** To be agreed.