



## 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 10 June 2019 at 7:15pm.**

*Helen Munro*

Helen Munro  
Parish Clerk  
Date of Issue: 4 June 2019

### 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

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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 the next item of business on the grounds that it will involve the likely disclosure of exempt information.

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1. **COUNCILLOR VACANCY.** To interview candidate for co-option to the Council.

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The meeting will be re-opened to the press and public

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2. **APOLOGIES FOR ABSENCE.** To receive and note apologies for absence.
3. **DECLARATIONS OF INTEREST.** To receive declarations of pecuniary and non-pecuniary interests.
4. **MINUTES.** To receive and approve the minutes of the meeting held on 13 May 2019 for signature.
5. **COMMITTEE MINUTES.** To note draft Committee minutes:
  - a. Planning & Highways Committee – 20 May 2019.
6. **CHAIRMAN'S ANNOUNCEMENTS.** To receive announcements.
7. **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.*

8. **CLERK'S REPORT.** To receive report and update on previous actions, on-going projects and any urgent actions taken.

9. **REPORTS OF COUNTY & BOROUGH COUNCILLORS’.** To receive questions and reports.
10. **PLANNING APPLICATION.** To consider application 19/01430/PNQCLA - Stone Court Farm, Stone Court Lane – Prior Notification for the Change of Use of a Building and Land within its Curtilage from an Agricultural Use to a Use falling within Class C3 (Dwelling house) and Building Operations reasonably necessary to convert the building and agree response to TWBC.
11. **PROPOSED HENDY MOTOR VILLAGE.**
  - a. To report on rally and subsequent meeting with Greg Clark, MP.
  - b. To note march on Town Hall and agree Parish Council involvement.
12. **TUNBRIDGE WELLS BY-PASS.** To receive request to consider lobbying for a bypass.
13. **BRAINSTORMING MEETING.** To consider the recommendations from the meeting and actions required.
14. **YEAR END ACCOUNTS & AUDIT 2018/19.**
  - a. To receive and note the Annual Internal Audit Report.
  - b. To review the Statement on Internal Control for 2018/19 for approval and signature.
  - c. To receive the Annual Governance Statement for 2018/19 for review and approval.
  - d. To receive the Accounting Statements for 2018/19 for review and approval.
  - e. To sign the Annual Governance Statement and Accounting Statement.
  - f. To receive the balance sheet as at 31 March 2019 for review, approval and signature.
15. **ALLOTMENT & BURIALS WORKING GROUP.** To receive the minutes of the meeting held on 3 June 2019 for approval.
16. **THE TUNBRIDGE WELLS AGREEMENT.** To consider a response to the survey on the agreement with Tunbridge Wells Borough Council.
17. **LOCAL PLAN.** To receive update.

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18. **DISCHARGE OF COVENANT.** To receive response from landowner and agree next steps.

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The meeting will be re-opened to the press and public

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19. **FINANCE AND ADMINISTRATION.**

- a. To receive and approve the Accounts for payment for signature.
- b. To note the Cllr Snow wishes to be removed as a bank signatory and consider a replacement.
- c. To approve the Community Engagement Policy

20. **QUESTIONS FROM COUNCILLORS AND FUTURE AGENDA ITEMS.** For information only.

21. **FUTURE MEETING.** 1 July 2019