



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 2 September 2019 at 7:15pm.**

Helen Munro

Helen Munro
Parish Clerk
Date of Issue: 29 August 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

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.

1. **COUNCILLOR VACANCIES.** To interview candidates for co-option to the Council.

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

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 1 July 2019 for signature.
5. **COMMITTEE MINUTES.** To note draft Committee minutes:
 - a. Planning & Highways Committee – 24 June 2019, 29 July 2019 & 27 August 2019.
 - b. Finance & HR Committee – 22 July 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. **TUNBRIDGE WELLS BOROUGH COUNCIL.** To welcome Cllr Mackonochie to discuss future liaison and priorities.
10. **REPORTS OF COUNTY & BOROUGH COUNCILLORS'.** To receive questions and reports.
11. **DRAFT LOCAL PLAN.**
 - a. To receive details of any actions taken and update.
 - b. To ratify the decision to hold a public consultation on 23 September to ascertain resident's views.
 - c. To agree format of the meeting on 23 September.
12. **HIGH WEALD AONB.** To receive and note report of training attended.
13. **NEW PROJECTS / IDEAS.** To receive update and consider priorities.
14. **"CHAT BENCHES".** To receive request from resident to consider "Chat Benches" to combat loneliness.
15. **COMMUNICATION & EVENTS WORKING GROUP.** To receive the minutes of the meeting held on 8 July 2019 for approval and consider the following recommendations of the Working Group:
 - a. To agree to allow a competing business to advertise in the PVN but not to have an editorial.
 - b. To confirm that councillors can chose to include all of their personal contact details in the PVN or website or not. As a minimum an email address should be provided.
 - c. To agree details of the Picnic on the Green 2020.
 - d. To agree to install a Christmas Tree, electrical infrastructure and lighting on the Village Green, receive quote and agree vire to cover costs.

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16. **DISCHARGE OF COVENANT.** To note agreement from landowner and receive update on progress with legal documentation.

17. **SALE OF LAND.** To receive a Certificate 'B' notification for the proposed south extension at St Peter's Upper church and consider proposal to lease or sell a strip of land at St Peter's Upper Church.

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18. **FINANCE AND ADMINISTRATION.**

- a. To receive and approve the Accounts for payment for signature.
- b. To approve the Complaints Policy.
- c. To consider moving the Honours Board to the Parish Office.
- d. To note budget monitoring report and bank reconciliation as at 30 June 2019.

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

20. **FUTURE MEETINGS.**

- a. 23 September 2019 – Draft Local Plan – Village Hall
- b. 7 October 2019 – Full Council