



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 March 2020** at **7:15pm**.

Helen Munro

Helen Munro
Parish Clerk

Date of Issue: 25 February 2020

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 3 February 2020 for signature.
4. **COMMITTEE MINUTES.** To note draft minutes of the Planning & Highways Committee – 24 February 2020.
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, on-going projects and any urgent actions taken.
8. **REPORTS OF COUNTY & BOROUGH COUNCILLORS'.** To receive questions and reports.
9. **NEIGHBOURHOOD DEVELOPMENT PLAN (NDP).** To receive update from initial NDP Steering Group on selection of a consultant.
10. **NEW LAMP COLUMN.** To consider quotes to replace damaged lighting column in Lower Green Recreation Ground and appoint contractor.

11. **GROUNDWORK QUOTES.** To receive quotes for urgent ground works to Lower Green Recreation Ground entrance and Pembury Burial Grounds and appoint contractor.
12. **RURAL SERVICES NETWORK.** To receive request to join the group and agree actions.
13. **APPOINTMENT TO COMMITTEES AND OUTSIDE BODIES.** To consider appointments due to the resignation of Shelley Harris:
 - a. Vice Chair of Finance & HR Committee.
 - b. The Village Hall Committee.
 - c. The Pavilion Management Committee.
12. **FINANCE AND ADMINISTRATION.**
 - a. To receive and approve the Accounts for payment for signature.
 - b. To note Shelley Harris is no longer a councillor and remove her as a bank signatory and agree a replacement signatory for all bank accounts.
13. **RISKS.** To consider any new risks affecting the Council and actions required.
14. **QUESTIONS FROM COUNCILLORS AND FUTURE AGENDA ITEMS.** For information only.
15. **FUTURE MEETINGS.**
 - a. Full Council – Monday 6 April 2020.
 - b. Annual Parish Meeting – 30 April 2020.