



To all Members of Pembury Parish Council

You are hereby summoned to attend the virtual meeting of Pembury Parish Council on **Monday 12 April 2021** at **7:00pm**.

#Munro

Helen Munro
Parish Clerk

Date of Issue: 6 April 2021

Members of the Public and Press are welcome to attend

To join the meeting please use the following link:

<https://us02web.zoom.us/j/83076384962?pwd=UmFzTDhYeVISQ29WbmphUE9jalEvUT09>

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

1. **CO-OPTION OF COUNCILLOR.** To interview applicants and vote on appointment.
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The meeting will be opened to members of 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 meetings held on 1 March 2021 for signature.
5. **COMMITTEE MINUTES.** To note draft Committee minutes for adoption and receive verbal report and update from the Committee Chair.
 - a. Open Spaces Committee – 8 March 2021
 - b. Planning & Highways Committee – 15 March 2021
 - c. Communication & Events Committee – 29 March 2021
6. **CHAIR'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. **DRAFT LOCAL PLAN.** To note public consultation on the draft local plan and consider the draft response and next steps.
11. **HENDY MOTOR VILLAGE.** To receive any update and consider any actions required.
12. **TRAVELLER ENCAMPMENT AT WOODSIDE.**
 - a. To note actions taken to date and receive update.
 - b. To ratify expenditure for the clean-up operation.
 - c. To consider improving security at Parish Council sites and receive quote for bollards.
13. **RECOMMENDATION FROM COMMITTEES.** To receive recommendations:
 - a. Open Spaces Committee
 - i. to approve works to a diseased beech tree at the allotments and associated road closure required and agree to fund the cost of the works from general reserves.
 - ii. To receive request for a 50% discount on club fees and consider response.
 - b. Communication & Events Committee
 - i. to request volunteers to support proposed events for 2021.
14. **NEIGHBOURHOOD DEVELOPMENT PLAN.**
 - a. To receive update.
 - b. To note Steering Committee minutes from 23 March 2021.
 - c. To note requirement to return unspent grant funding.
 - d. To agree application for additional funding for 2021-22.
15. **COUNCIL MEETINGS.** To consider how to continue to conduct Council business when legislation allowing virtual meetings expires on 6 May.
 - a. To receive letter from Luke Hall, MP explaining why the Government will not extend Virtual Meeting regulations.
 - b. To receive advice on conducting council business after 6 May.
 - c. To consider moving the May Annual Parish Council meeting date to 4 or 5 May to allow the Council to meet virtually.
 - d. To consider report on delegation arrangements and agree process.
 - e. To consider response to the Government consultation
16. **ANNUAL PARISH MEETING (APM) 2021.** To agree the content and format of the APM.

17. **PROJECT FUNDED FROM DEED OF COVENANT.** To consider suggestions for how to spend funds.
18. **FINANCIAL INFORMATION.**
 - a. To receive accounts for payment for approval.
 - b. To review project list for 2021/22 in view of urgent spending required.
19. **RISKS.** To consider any new risks affecting the Council and actions required.
20. **QUESTIONS FROM COUNCILLORS AND FUTURE AGENDA ITEMS.** For information only.
21. **FUTURE MEETINGS.**
 - a. Annual Parish Meeting – Thursday 29 April Monday at 8pm
 - b. Annual Parish Council Meeting – date to be agreed at 7:15pm