



To all Members of Pembury Parish Council

Cllrs Brooks, Gillan, Hall, Mills, Pearce, Reilly, Snow, Stratton, Weaver

You are hereby summoned to attend the meeting of Pembury Parish Council on **Monday 10 January 2022 at 7:00pm** at the Pembury Baptist Church Hall, Romford Road, Pembury.

H Munro

Helen Munro

Parish Clerk

Date of Issue: 4 January 2022

Members of the Public and Press are welcome to attend

During the Coronavirus pandemic and the subsequent recovery, we will continue to request that all attendees wear face masks or shields until seated, unless exempt. In the interests of keeping everyone safe, it is strongly recommended that all attendees undertake a lateral flow test on the day of the meeting.

Hand sanitiser will be provided on entry. The hall will be well ventilated, please ensure if attending, that you wear appropriate clothing.

Public attendance will be by reservation only and numbers will be limited based on the size of the hall to allow for the continuance of social distancing. Please contact Helen Munro, Clerk, to reserve a seat: clerk@pemburyparishcouncil.gov.uk or 01892-870382.

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.

The disclosure must include the nature of the interest. If you become aware, during the course of a meeting, of an interest that has not been disclosed under this item, you must immediately disclose it. You may remain in the meeting and take part fully in discussion and voting unless the interest is prejudicial. A personal interest is prejudicial if a member of the public with knowledge of the relevant facts would reasonably regard it as so significant that it is likely to prejudice your judgement of the public interest and it relates to a financial or regulatory matter.
3. **MINUTES.** To receive and approve the minutes of the meeting held on 6 December 2021 for signature.
4. **CONSULTATION MEETINGS.** To ratify minutes from Consultation meetings for adoption and receive verbal report and update from the Committee Chair for the Planning & Highways Committee – 13 December 2021.
5. **OPEN SESSION.** To adjourn the meeting to enable any members of the public present to address the Council.

To allow Members of the public residing or working within the Council's boundary an opportunity to make representations or put questions to the Council for a maximum of 3 minutes per person. This item of business to last no more than 10 minutes as per the Council's Standing Orders. 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 Committee. For further information please see [our website](#)

6. **CO-OPTION OF COUNCILLOR.**

- a. To consider applicant and vote on appointment.
- b. If co-opted, to agree committee memberships.
- c. To agree mentor for the new councillor.

7. **TENNIS COACHING APPLICATIONS.**

- a. To receive recommendation from Panel and approve the appointment of the tennis coach.
- b. To finalise coaching hours and terms and conditions.

8. **VICE CHAIR.** To receive nominations for the Vice Chair of the Parish Council and vote on appointment.

9. **FINANCIAL INFORMATION.**

- a. To receive and approve the Accounts for payment.
- b. To approve the disposal of Speed Camera as it is obsolete.
- c. To consider appointing a new bank signatory

10. **COUNCIL MEETINGS.**

- a. To consider holding future council and committee meetings face to face, virtually or as a hybrid.
- b. To consider deferring remaining agenda items for a decision under delegated powers.

11. **CHAIR'S ANNOUNCEMENTS.** To receive announcements.

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

13. **REPORTS OF COUNTY & BOROUGH COUNCILLORS'.** To receive questions and reports.

14. **PLANNING ENFORCEMENT ISSUES.** To note report of issues and consider any actions required.

15. **RECOMMENDATIONS FROM COMMITTEES.**

PLANNING & HIGHWAYS COMMITTEE

- a. To consider response to planning application 21/03949/FULL - 6 High Street First floor extension and internal alterations within main building to

regularise flat accommodation to first floor only; Proposed clinical unit building to rear of site including covered walkway

- b. To invite the PCSO to the next Council meeting.
- 16. **PARISH COUNCIL WASTE COLLECTION.** To report issues with Parish Council waste collection from the depot and receive quotes.
- 17. **ANNUAL PARISH MEETING (APM) 28 APRIL 2022.** To consider format of the meeting and any actions required.
- 18. **RISKS.** To consider any new risks affecting the Council and actions required.
- 19. **QUESTIONS FROM COUNCILLORS AND FUTURE AGENDA ITEMS.** For information only.
- 20. **FUTURE MEETING.** Monday 7 February 2022 at 7:15pm. Location to be agreed.