



To all Members of Pembury Parish Council

Cllrs Birch, Brooks, Gillan, Hall, Reilly, Snow, Stratton, Weaver & Webster

You are hereby summoned to attend the Meeting of **Pembury Parish Council** on **Monday 7 November 2022** at **7:15pm** at the Pembury Baptist Church Hall, Romford Road, Pembury.

#Munro

Helen Munro

Parish Clerk

Date of Issue: 1 November 2022

Members of the Public and Press are welcome to attend

Please do not attend if you test positive or have any covid symptoms.

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

Prior to the start of the meeting, the new Community Warden will be introduced to the Parish Council

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. **CHAIR'S ANNOUNCEMENTS.** To receive announcements.
4. **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](#)

5. **MINUTES.** To receive and approve the minutes of the meetings held on 3 October 2022 for signature.

6. **COMMITTEE & WORKING GROUP MINUTES.** To note draft minutes of Committees and/or Working Groups for adoption and receive verbal report and update from Committee or Working Group Chairs:
 - a. Open Spaces Committee – 10 October 2022
 - b. Planning & Highways Committee – 17 October 2022
 - c. PVN Working Group – 5 October 2022
 - d. Communications Working Group – 7 October 2022
 - e. Community Events Working Group – 12 October 2022
 - f. Remembrance Day Working Group – 14 October 2022
 - g. Climate change Working Group – 26 October 2022
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. **SCOUTS & GUIDES FUNDING.** To consider request and, if thought appropriate, to release funding for the Scout hut project.
10. **EXTERNAL BODIES.** To receive and note any reports from representatives of External Bodies or other meetings attended.
11. **RECOMMENDATIONS FROM COMMITTEES:**

Open Spaces Committee:

 - a. Tennis Court refurbishment – to consider additional works to courts and finance additional costs through grant and crowd funding.
 - b. English Oak Tree on the Village Green – to consider planting an English Oak Tree to commemorate the late Queen Elizabeth II. To agree location, tree protection, plaque, and planting.
12. **COMMUNITY PROJECT FROM DEED OF RELEASE.** To consider funding a community project.
13. **HARDSHIP FUND.**
 - a. To receive request to fund shelf storage and trolley for additional stores at the Pembury Larder.
 - b. To consider any further requests.
14. **WORKING GROUP MEMBERSHIPS.** To approve an additional member of the Climate Change Working Group.
15. **FINANCIAL INFORMATION.** To receive and approve the Accounts for Payment.
16. **RISKS.** To consider any new risks affecting the Council and actions required.

17. **QUESTIONS FROM COUNCILLORS AND FUTURE AGENDA ITEMS.** For information only.
18. **FUTURE MEETINGS.** Monday 5 December 2022 at 7:15pm at Pembury Baptist Church Hall.