



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 5 December 2022** at **7:00pm** at the Pembury Baptist Church Hall, Romford Road, Pembury.

#Munro

Helen Munro
Parish Clerk

Date of Issue: 29 November 2022

Members of the Public and Press are welcome to attend

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. **COUNCILLOR CO-OPTION.**

- a. To interview applicant.
- b. To vote on co-option.
- c. If approved, to agree Committee and Working Group memberships.

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.

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.

4. **CORNFORD HOUSE.** To adjourn the meeting to receive presentation from developers.

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

6. **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](#)

7. **MINUTES.** To receive and approve the minutes of the meetings held on 7 November 2022 for signature.
8. **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. Planning & Highways Committee – 14 November 2022
 - b. Finance & HR Committee – 21 November 2022
 - c. Communications Working Group – 16 November 2022
 - d. Remembrance Day Working Group – 22 November 2022
9. **CLERK'S REPORT.** To receive report and update on previous actions, on-going projects and any urgent actions taken.
10. **REPORTS OF COUNTY & BOROUGH COUNCILLORS'.** To receive questions and reports.
11. **LOCAL PLAN.** To receive update on the Local Plan Inspector's report and consider the next steps.
12. **SECTION 106.** To report on delay to funding for table tennis tables.

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.

13. **LEGAL MATTERS.** To receive correspondence and agree next steps.

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

14. **EXTERNAL BODIES.** To receive and note any reports from representatives of External Bodies or other meetings attended.
15. **RECOMMENDATION FROM COMMITTEES.**
Finance & HR Committee:
 - a. To approve recommendation to renew approval for use of BACs, CHAPS and faster payments subject to existing controls.
 - b. To recommend signing up to the NALC Civility and Respect pledge.
16. **HARDSHIP AND GRANT FUNDING.**
 - a. To receive request for grant funding from Community Warden for £585 for Winter Warmth Packs and heated throws.

- b. To receive request to contribute towards the Memory Café at the Pembury Baptist Church.
17. **COMMUNITY PROJECT FROM DEED OF RELEASE.** Update on research into project for further consideration.
18. **BUDGET 2023/24.**
- a. To receive draft budget for 2023/24 and recommendation from Finance & HR Committee.
 - b. To agree final budget.
 - c. To agree recommendation to combine legal and planning consultants earmarked reserves.
19. **PRECEPT & BAND D EQUIVALENT 2023/24.** To agree Precept and Band D Equivalent for 2023/24 for submission to Tunbridge Wells Borough Council.
20. **FINANCIAL INFORMATION.**
- a. To receive and approve the Accounts for Payment.
 - b. To receive and approve Bank Reconciliation 30/09/2022
 - c. To receive and approve Budget Monitoring Report 30/09/2022
 - d. To receive and approve the Reserves 30/09/2022
21. **RISKS.** To consider any new risks affecting the Council and actions required.
22. **QUESTIONS FROM COUNCILLORS AND FUTURE AGENDA ITEMS.** For information only.
23. **FUTURE MEETINGS.**
- a. To note Full Council meeting on 9 January 2023 at 7:15pm at Pembury Baptist Church Hall. The Community Warden to be introduced at the start of the meeting.
 - b. To rearrange Annual Parish Meeting and agree new date.