



To all Members of Pembury Parish Council

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

You are hereby summoned to attend the Meeting of **Pembury Parish Council** on **Monday 6 February 2023** at **7:15pm** at the Pembury Baptist Church Hall, Romford Road, Pembury.

H Munro

Helen Munro
Parish Clerk

Date of Issue: 31 January 2023

Members of the Public and Press are welcome to attend

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. **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 9 January 2023 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. Pembury Village News Working Group – 18 January 2022
 - b. Planning & Highways Committee – 23 January 2023
 - c. Climate Change Working Group – 25 January 2023
 - d. Communications Working Group – 1 February 2023

- e. Community Events Working Group – 1 February 2023
 - f. Finance & HR Committee – 3 February 2023
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. **LOCAL PLAN.** To receive update.
 10. **GRANT FUNDING.** To ratify application to Kent County Council’s Member’s Grant.
 11. **UKSPF YEAR 1 COMMUNITY GRANTS PROGRAMME.** To receive update and consider application.
 12. **EXTERNAL BODIES.** To receive and note any reports from representatives of External Bodies or other meetings attended.
 13. **CORNFORD HOUSE.** To note consultation.
 14. **PLAQUE FOR THE COMMEMORATIVE OAK TREE.** To consider wording and agree next steps.
 15. **HEDGE CUTTER.** To approve purchase replacement hedge cutter for volunteer group.
 16. **ELECTION 2023.** To receive information on the process for Local Council elections on 4 May 2023.
 17. **FINANCIAL INFORMATION.** To receive and approve.
 - a. Accounts for Payment.
 - b. Budget Monitoring Report as at 31/12/2022
 - c. Bank Reconciliation as at 31/12/2022
 - d. Reserves as at 31/12/2022
 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 6 March 2023 at 7:15pm at Pembury Baptist Church Hall.