



To all Members of Pembury Parish Council

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

You are hereby summoned to attend the Meeting of **Pembury Parish Council** on **Monday 5 June 2023** at **7:15pm** at the Pembury Baptist Church Hall, Romford Road, Pembury.

H Munro

Helen Munro
Parish Clerk

Date of Issue: 30 May 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 meeting held on 15 May 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. Planning & Highways Committee – 22 May 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'.**
 - a. To receive reports.
 - b. To receive updates on the Local Plan with specific reference to housing developments.
9. **PLANNING APPLICATION.** To consider calling in application due to significant concerns – 23/01107/FULL, 31 High Street, demolition of rear derelict store; erection of 1 x single-storey 2-bed dwelling; alterations to fenestration to the main building.
10. **EXTERNAL BODIES.** To receive and note any reports from representatives of External Bodies or other meetings attended.
11. **PRIORITIES.** Priorities for the term of the Parish Council to 2027.
 - a. To agree meeting date and format.
 - b. To consider liaison with residents about their priorities.
12. **PEMBURY IN THE PARK.**
 - a. To receive update.
 - b. To request volunteers on the day.
13. **UKSPF COMMUNITY GRANTS – ROUND 2.** To receive details of grant funding and consider applying for funding for suitable projects.
14. **YEAR END ACCOUNTS AND ANNUAL GOVERNANCE & ACCOUNTABILITY STATEMENT (AGAR) 2022/23.**
 - a. To receive and note the Annual Internal Audit Report.
 - b. To receive the Annual Governance Statement for 2022/23 for review and approval. To sign the approved Statement.
 - c. To receive the Accounting Statements for 2022/23 for review and approval. To sign the approved Statement.
 - d. To receive the balance sheet as at 31 March 2023 for review, approval and signature.
 - e. To note the dates for the exercise of public rights from 12 June 2023 to 21 July 2023.
15. **RECOMMENDATIONS FROM COMMITTEES.**
Finance & HR Committee
 - a. To approve the Investment Strategy.
 - b. To approve the Internal Audit Terms of Reference.

16. **FINANCIAL INFORMATION.** To receive and approve the Accounts for Payment.
17. **RISKS.** To consider any new risks affecting the Council and actions required.
18. **QUESTIONS FROM COUNCILLORS AND FUTURE AGENDA ITEMS.** For information only.
19. **FUTURE MEETINGS.** Full Council – Monday 3 July 2023 at 7:15pm at Pembury Baptist Church Hall.