



EAST FARLEIGH PARISH COUNCIL

Sarah O'Callaghan, Clerk to the Council

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29th April 2015

ALL COUNCILLORS ARE HEREBY SUMMONED to attend the next **MEETING** of **EAST FARLEIGH PARISH COUNCIL**, to be held in the Old School Hall, Lower Road, East Farleigh on Tuesday 5th May 2015. This is the **ANNUAL MEETING**. The Meeting will commence at 7.15pm, when it is proposed to transact the business shown on the Agenda below. All meetings are open to the press and public.

Sarah O'Callaghan
Clerk to the Council

Sarah O'Callaghan

Before the meeting, there will be a public session to enable the people of East Farleigh to ask questions of, and make comments, regarding the Parish Council. Questions not answered at this meeting will be answered in writing to the person asking the question, or may appear as an agenda item for the next meeting. Members of the Public are asked to restrict their comments and/or questions to three minutes.

7.15pm PUBLIC FORUM

This section (at the Chairman's discretion may last up to 15mins) is not part of the formal meeting of the Council and minutes will not be produced.

COUNTY COUNCILLOR'S REPORT – if present, County Councillor Paulina Stockell will give a short report on matters affecting East Farleigh. Minutes will not be produced.

BOROUGH COUNCILLORS' REPORTS – if present, Borough Councillors Brian Mortimer, Dennis Collins and/or John Wilson will give a short report on matters affecting East Farleigh. Minutes will not be produced.

POLICE REPORT – if present, the representative from Kent Police will give a report on policing matters affecting East Farleigh. Minutes will not be produced.

AGENDA

- 15/1 ELECTION OF CHAIRMAN AND DECLARATION OF ACCEPTANCE OF OFFICE.
- 15/2 ELECTION OF VICE-CHAIRMAN AND DECLARATION OF ACCEPTANCE OF OFFICE
- 15/3 APOLOGIES FOR ABSENCE
To receive apologies for absence and to consider whether to approve reasons given.
- 15/4 RECORDING OF PROCEEDINGS
To ask for notification of whether anyone intends to film, photograph or record any items.
- 15/5 DECLARATIONS OF INTEREST AND LOBBYING
To receive any declarations of personal or prejudicial interest Members may wish to make, relating to any items on the Agenda and to report lobbying.
- 15/6 EXCLUSION OF THE PRESS AND PUBLIC
To agree any items to be dealt with after the public (including the press) have been excluded.
- 15/7. MINUTES OF THE COUNCIL MEETING HELD ON 14TH APRIL 2015
15/7.1 To approve and sign as a correct record.
15/7.2 Matters arising from the minutes not otherwise covered in the agenda.
- 15/8 AGREEMENT OF NEXT YEAR'S MEETINGS AND 2016 ANNUAL PARISH MEETING
- 15/9 ALLOCATION OF PORTFOLIOS
- 15/10 APPROVAL OF AUDITOR AND SCOPE
- 15/11. RISK ASSESSMENT
To approve the Council's risk assessment.
- 15/12. USE OF BANK STANDING ORDERS
To resolve that the Clerk's salary continues to be paid by Standing Order.
- 15/13. USE OF BACS TRANSFERS
To resolve that Council continues to make payments by BACS transfer, as required.
- 15/14 PARISH COUNCILLORS
15/14.1 To report on any events attended on behalf of the Council, including the Clerk.
15/14.2 To raise matters reported to them by parishioners.
15/14.3 Any other matters Councillors wish to raise.
- 15/15 FINANCE
15/15.1 To authorise payments made since the last meeting.
15/15.2 To resolve that cheques and BACS transfers presented be authorised and signed.
15/15.3 To receive the financial statements for the period 1st – 28th April 2015.

- 15/15.4 Any other financial matters.
 - 14/15.4.1 To approve the Council's Accounts for 2013/2014.
 - 14/15.4.2 To approve and sign Section 1 of the Annual Return.
 - 14/15.4.3 To approve and sign the Annual Governance Statement (Section 2) of the Annual Return.

- 15/16 PLANNING
 - 15/16.1 To consider the following Planning applications:
 - 15/501075 Bydand Lodge, Priory Close, ME15 0EY
Proposed single storey front entrance hall, utility and WC.
 - 14/504716 The Old Goldsmith's Shop, Lower Road, ME15 0JN
Conversion of redundant store to one bed studio dwelling with associated storage shed. Revised details.
 - 15/502249 Clouds Hill, Dean St, ME15 0PU
Conversion of roof, including alteration/extension of roof, raising ridge height, two rear dormers and rooflights and erection of single storey front extension. Revised details.
 - 15/16.2 To note decisions made by Maidstone Borough Council.
 - 15/16.3 To note any information received from MBC on planning enforcement issues.
 - 15/16.4 Any other planning matters.

- 15/17 VILLAGE CAR PARK
 - Update on progress.

- 15/18 HIGHWAYS – MAJOR PROJECTS
 - 15/18.1 To receive the May report.
 - 15/13.2 Bridge Working Party: to consider and agree whether or not to incorporate the issue of stress and road rage on the bridge and the possibility of traffic lights into the feasibility study

- 15/19 HIGHWAYS - MAINTENANCE
 - To receive the May report.

- 15/20 FOOTPATHS
 - To receive the May report.

- 15/21 RECREATION AND PLAY AREAS
 - To receive the May report.

- 15/22 AUDITING THE VILLAGE'S HISTORICAL HERITAGE AND ECOLOGY
 - Update on progress.

- 15/23 SPEED WATCH
 - Update.

- 15/24 CORRESPONDENCE

- 15/25 ABSENCES
 - To note forthcoming absences of Councillors and Clerk.

- 15/26 DATE OF NEXT MEETING
 - Tuesday 2nd June 2015, at 7.15pm in the Old School Hall, Lower Road.