

**YOU ARE HEREBY SUMMONED TO A MEETING FOR THE FULL  
COUNCIL OF RUSTHALL PARISH COUNCIL**

**at The Rackliff Centre to be held on Monday 10<sup>th</sup> July 2023 at 7.30pm  
where the following business will be transacted.**

**Committee Members:** Cllr L Ellicott, Chair (LE), Cllr M O'Callaghan, Vice-Chairman (MOC), Cllr B Edwards (BE), Cllr D Funnell (DF), Cllr A Britcher-Allan (ABA), Cllr D Smith (DS), Cllr C Ducklin (CD), Cllr P Gripper (PG) and Cllr A Funnell (AF).

Alison Stevens (AS)  
Clerk to Rusthall Parish Council  
30th June 2023

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**AGENDA**

**No decisions will be taken by the Parish Council on any item not on this Agenda**

- 1. Enquire whether anyone present intends to film, photograph and/or record the meeting.**
- 2. To receive and approve apologies for absence.**
- 3. Declarations of Personal and Prejudicial Interests.**
- 4. Declarations of Lobbying.**
- 5. Minutes**

**5.1** To resolve that the minutes of the Parish Council Meeting held on **12<sup>th</sup> June 2023** can be taken as read, confirmed as a correct record and signed by the Chairman.

**5.2** Matters outstanding from these minutes (not listed as separate agenda items)

**5.3** Matters outstanding from previous minutes

- 6. Open session for questions from the public:**

**(Members of the public will raise their hand when they wish to speak).**

*Constitutionally and in accordance with certain implications of the Local Government Code of Conduct, there can be **no** discussion of these items at this stage. Any issue will either be addressed elsewhere in the agenda or, if not already so listed, be referred to at a future meeting of the Parish Council. If you wish to speak at the Public Session, you will have up to three minutes for this purpose, after which you are welcome to stay as an observer but will **NOT** be allowed to participate in the council's discussions.*

- 7. Session for County and Borough Councillors on matters concerning the Parish.**

- 8. Finance update – Cllr O'Callaghan**

**8.1** Accounts for Payment; to authorise the payment of invoices (list to follow).

**8.2** To review the hire agreements and charges for regular hirers.

**8.3** To seek a revaluation of the Rackliff Centre for insurance purposes.

- 9. Allotments Committee** – Cllr D Smith - To adopt the draft Minutes of the Allotment Committee Meeting held on the 26th June 2023 and adopt the recommendations made.
- 10. Staffing Committee** – Officer Stevens – to review.
- 11. Committees' Terms of Reference** – Officer Stevens – to review.
- 12. Defibrillator update** – Cllr O'Callaghan/Cllr A Britcher-Allan.
- 13. Rusthall History Group Archive Records** - Cllr B Edwards – update.
- 14. Highways updates** – Cllr P Gripper - to consider adding extending the yellow lines at the junction of the High Street and Common View to the Highways Improvement Plan.
- 15. Fremlin Pond** – Officer Stevens - to consider whether or not to proceed with the adoption of the footpath.
- 16. Rusthall Summer Fete** – Cllr L Ellicott - update.
- 17. Rusthall Volunteers** – Cllr M O'Callaghan – update.
- 18. Chair's Report** – Cllr L Ellicott
- 19. Officers' Report** - Officer Stevens
- 20. Diary Dates**
  - 11<sup>th</sup> Sept 2023 - 7.30pm – Full Council Meeting
  - 24<sup>th</sup> July 2023 – 7.30pm – Environment Committee
  - 25<sup>th</sup> Sept 2023 – 7.30pm – Allotments Committee
- 21. Items for Information**
- 22. Next meeting of Full Council** -
  - 11<sup>th</sup> Sept 2023 - 7.30pm - The Rackliff Centre

**PLEASE NOTE THAT IN VIEW OF THE CONFIDENTIAL NATURE OF THE FOLLOWING ITEM ON THIS AGENDA, THE PRESS AND PUBLIC MAY BE EXCLUDED UNDER THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960.**

- 23. Clerk's Pension**