

Allhallows Parish Council

32 Willowbank Drive, High Halstow, Rochester, Kent ME3 8TW

Tel: 01634 250258 e-mail: allhallowspc@gmail.com

www.allhallowspc.kentparishes.gov.uk

Agenda reference: C/5/2013/1-17

TO ALL MEMBERS OF THE COUNCIL

2nd October 2013

NOTICE is hereby given that the next ordinary meeting of the Parish Council will be held on Wednesday 9th October 2013 at 6:30 pm at the Village Hall, Stoke Road, Allhallows, Kent.

You are hereby summoned to attend. The agenda is as follows:

AGENDA

1. To receive apologies for absence.
2. To receive Declarations Pecuniary Interest (DPI's) and Other Significant Interests (OSI's) from members concerning specific items on the agenda and following the Medway Council Code of Conduct.
3. To consider any dispensation requests from member's with DPI's in relation to the agenda.
4. To approve the minutes of the Parish Council meeting held on 14th August 2013.
5. Matters arising from the above minutes not otherwise on the agenda.
6. To note the updates on the action points from previous meetings.
7. To declare any Gifts or Hospitality for inclusion in the Register.
8. **Planning**
 - a) Applications: None at time of agenda
 - b) Decisions: None at time of agenda
 - c) Appeals and other matters: None at time of agenda
 - d) To discuss and agree draft Terms of Reference (already circulated) for the Planning Committee
9. **Finance**
 - a. To note bank account balances
 - b. To note cheques signed since last meeting and standing orders paid
 - c. To note accounts for payment
 - d. Budget monitoring update
 - e. Income report September 2013
 - f. Bank reconciliation
 - g. To approve the purchase of notice board keys for the Parish Clerk
 - h. Actions arising from Finance Committee meeting 18th September 2013
 - i. To consider approval of the APC Financial Risk Assessment
 - ii. To consider approval of the Investment Strategy
 - iii. To consider adoption of the revised APC Financial Regulations
 - i. External audit findings and certification
10. **Highways & Transport**

- a) Public rights of way: Footpaths Officer update
11. **Management of the Council's Land and Property**
- a) Street gutters
To provide an update on actions to clear weeds
 - b) Playpark
To update members on recent vandalism and to consider approving estimate to repair damage.
 - c) Allotments
To discuss and agree Draft Tenancy Terms (document already circulated)
12. **Grant applications**
To consider the following grant applications:
- i. Hoo Peninsula Community First Responders
13. **Allhallows Primary School:** update on recent car parking issues
14. **Correspondence:** To note correspondence received and replies issued since last meeting.
15. **Date & time of next meeting:** 11th December 2013 at 6:30pm

SUSPENSION OF MEETING FOR PUBLIC SESSION

15 minute session: To receive questions and comments from the public. Matters raised may be placed on the agenda for the next or subsequent meeting(s).

CONFIDENTIAL SECTION

Motion under the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and representatives of the press and broadcast media during the discussion, due to the confidential nature of the business to be transacted.

- 16. Following the Finance Committee meeting, to consider approval of the National Pay Award 2013 increase for the Parish Clerk
- 17. To consider the National Minimum Wage increase from 1st October for the Cross Park cleaner.

Close of meeting

Signed

Margot Sturt, Parish Clerk

Members of the public and press are welcome to attend this meeting.