

SEVINGTON WITH FINBERRY PARISH COUNCIL

Cllr Bartlett
Cllr Bartram
Cllr Coppins
Cllr Lemon
Cllr Martin
Cllr Townsend

The Briars
The Street
Hastingleigh
Ashford Kent
TN25 5HU
01233 750415

Cllr Nilssen

You are invited to the Meeting of Sevington with Finberry Parish Council held at the Chamber of Commerce on Monday 13th May 2024 to follow the APM

AGENDA

1. Election of the Chairman and any Vice-Chairman for the Council year 2023-24.
2. Completion of the Declaration of Acceptance of Office Form by the Chairman.
3. To receive and approve apologies for absence.
4. To receive declarations of interest (Disclosable Pecuniary Interests and Other Significant Interests). The nature as well as the existence of any such interest must be declared.
5. To approve the minutes Sevington with Finberry Parish Council meeting held on 4th March 2024.
6. To discuss matters arising from previous minutes that are not covered by the agenda.
7. Public session: To receive questions and comments from the public on any agenda item.
8. Borough Councillors Report
9. To confirm eligibility to use the General Power of Competence.
10. Appointment and scope of the Internal Auditor.
11. To review the effectiveness of the system of Internal Controls: Councillors are asked to consider the Statement of Internal Control in support of the Annual Governance Statement.
12. Financial matters:
 - a) To approve the following financial documents:
 - i. To receive the end of year accounts
 - ii. To confirm that the Council can certify itself as exempt from the "limited assurance review" and complete the Certificate of Exemption
 - iii. To receive the report from the Internal Auditor
 - iv. To approve the Annual Governance Statement 2023/24, section 1 of the AGAR for the year ending 31 March 2024.
 - v. To consider the Accounting Statements 2023/24 and approve the Accounting Statements 2023/24, section 2 of the AGAR for the year ending 31 March 2024 and the supporting Bank Reconciliation as at 31st March 2024 and the explanation of significant variance from 2022-23 to 2023-24. To ensure the Accounting Statements 2023/24 are signed and dated by the person presiding at the meeting.

- b) To note/authorise the following:
 - i. To note the Parish Council's financial position.
 - ii. To authorise any payments

- 13. To review Standing Orders, Financial regulations, Asset Register and the Risk Assessment, and confirm arrangements for insurance cover in respect of all insured risks
 - 14. Review of the Council's and/or staff subscriptions to other bodies ie KALC
 - 15. Review of the Council's complaints procedure;
 - 16. Review of the Council's policies, procedures and practices in respect of its obligations under freedom of information (*see also standing orders 11, 20 and 21*);
 - 17. Review of the Council's policy for dealing with the press/media;
 - 18. Review of the Council's employment policies and procedures;
 - 19. To consider the Code of Conduct Issues as raised by Mr Mortimer
 - 20. To consider any changes to the Risk Assessment.
 - 21. Planning matters: to authorise a response to any application(s) and to note any recent planning decisions by Ashford Borough Council or any correspondence on planning matters.
 - 22. To receive an update on any matters pertaining to Sevington North
 - 23. To receive an update on any matters pertaining to Finberry
 - 24. To receive an update on any matters pertaining to Sevington South.
 - 25. To receive any update on IBF or Waterbrook
 - 26. To receive any update on Highways (to include the Bellamy Gurner Scheme)
 - 27. Any Other Business (for information purposes only)
 - 28. Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.
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| Monday 1 July 2024 | Monday 2 September 2024 |
| Monday 4 November 2024 | Monday 6 January 2025 |
| Monday 3 March 2025 | Monday 12 May 2025 |
- 29. Resolution to exclude the public
 - 30. To agree co-option of a new Councillor
 - 31. To agree the Clerk's Pay Scale

Tracey Block
Clerk to Sevington with Finberry Parish Council
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