



# Hoo Saint Werburgh Parish Council

*Parish Clerk: Mrs Sherrie Babington  
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## **To all Members of the Parish Council.**

Notice is hereby given, that the next Meeting of the Parish Council is to be held on Thursday 6<sup>th</sup> October 2022 at 7.00pm in Pottery Road Village Hall-. Members are hereby summonsed to attend.

### **1. Apologies.**

*Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meetings, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.*

### **2. Declaration of Interest.**

*To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers.*

*To consider any Dispensation requests received by the Parish Clerk and not previously considered.*

### **3. Approval of the minutes of the previous meeting.**

*To consider the minutes of the previous meeting and if in order sign as a true record.*

### **4. Matters arising from the Minutes.**

### **5. Parish Councillor Vacancy.**

*A vacancy has arisen due to the passing of Cllr Pratt. The first notice has now been posted on the PC website. If no election is called within ten days, then Medway Council will let us know and the vacancy will be open for Co-option.*

### **6. Public Participation.**

*To discuss any questions received by members of the public.*

### **7. Urgent Matters (if any with the Chairman's consent).**

*To consider any urgent matters raised by members.*

### **8. Financial Matters.**

#### **a. To consider the monthly financial statement.**

*Financial Statement will be circulated in paperwork at PC meeting.*

#### **b. 2021/2022 Accounts Conclusion of Audit.**

*Audit Conclusion Notice to be circulated in paperwork at PC meeting.*

**9. Clerks Report.**

*To receive the Clerks Report.*

**10. Chairman's Report.**

*To receive the Chairman's Report.*

**11. Parish Council Committees.**

*To receive the reports and recommendations from PC Committees.*

a. Personnel Committee.

*Meeting on 12<sup>th</sup> October arranged to discuss the following issues:*

b. Environment Committee.

*Meeting on 12<sup>th</sup> October arranged to discuss the following issues:*

**12. Planning Matters.**

a. Planning Applications Received.

b. Section 106 Green Spaces Project.

c. Other Planning Matters.

**13. Neighbourhood Plan Report.**

a. General Update.

*To receive an update report from the NHP Group.*

b. Regulation 14 approval for NHP.

*Members to consider Regulation 14 approval for the NHP.*

**14. Community Facilities.**

**15. Ward Councillors Report.**

*To receive a report from the Ward Councillor.*

**16. Date of the next meeting – Thursday 3<sup>rd</sup> November 2022.**

Mrs Sherrie Babington  
Parish Clerk