



Boughton Malherbe Parish Council

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NOTICE OF A MEETING OF THE PARISH COUNCIL

To: All Councillors,

You are hereby summoned to a Meeting of Boughton Malherbe Parish Council at 7.30pm
Monday, 4 March 2024 to be held in the Village Hall.

Dated: 27 February 2024

Helen Anderson, Parish Clerk

Members of the public are very welcome to attend and will have an opportunity to speak.
All background papers can be found on the council's website under **Parish Council/Background Documents**

AGENDA

Part 1

1. To confirm the appointment of SLCC Locum Clerk, Helen Anderson from 26 February 2024 for an initial period of 1 month at £25 per hour and 7 hours per week.
2. Anybody wishing to film/record the meeting is kindly requested to declare.
3. Apologies of absence: to receive and accept apologies for absence.
4. Declarations:
 - Any lobbying
 - Any interest in items on the agenda
 - Any changes to the register of pecuniary interests
5. **Approval of Minutes:** to resolve that the minutes of the Full Council meeting held on 22 January 2024 and the Extraordinary Council Meeting held on 12 February 2024 be taken as read, confirmed as a correct record and signed by the Chairman.
6. **Public Session (Meeting adjourned – minute book closed).**
7. **Kent County Council (KCC) and Maidstone Borough Council (MBC) Reports**
8. **Planning Outcomes since 4 December 2023**
9. **Local Policing/Community**
 - 9.1 Police/Crime Report: stats to be tabled at the meeting
10. **Highway and Footway Matters**
 - 10.1 Liverton Hill, Ditches, gullies, potholes, water leaks

- 11. Councillor Reports on any External Meetings attended**
- 12. Finance**
 - 12.1 To note receipts of income**
 - 12.2 To authorise payments listed on the schedule**
 - 12.3 Notification of Parish Services Scheme 2024/2025**
- 13. To agree a date for the Parish Council Meeting (AGM) 2024**
- 14. To agree a date for the Annual Parish Meeting 2024**
- 15. To receive notification from Maidstone Borough Council regarding a Carbon Literacy Course being held on 19th and 26th March.**
- 16. Matters for information, urgent matters at the discretion of the Chairman for noting only or any items for discussion at the next available meeting.**

Part 2 Exclusion of Public and Press – In accordance with Section 1(2) of the Public Bodies (Admission of meetings Act 1960), the public and press be excluded from the meeting by the reason of its confidential nature.

- 17. Employment of a new Clerk and associated tasks**
 - 17.1 To agree the appoint of a new clerk as per the recommendation of the Staffing Panel.**
 - 17.2 To agree the contract of employment terms and conditions for the new clerk.**
 - 17.3 In the event that 17.1 is not accepted for any reason, to resolve on whether an extension is made to the SLCC Locum contract until such time that a permanent clerk is appointed.**
 - 17.4 To agree for the new clerk/or locum to be added to the bank authorisation in order to allow access to the relevant internet banking portal.**