

# MERSHAM PARISH COUNCIL

Cllr Hawkins  
Cllr McBarnett  
Cllr Pearson  
Cllr Ross  
Cllr Stewart  
Cllr Wells  
Vacancy

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

The Annual Meeting of Mersham Parish Council will be held at St John the Baptist Church on Monday 18<sup>th</sup> May 2026 at 7.30pm, and you are summoned to attend.

## AGENDA

1. Election of the Chairman and any Vice-Chairman for the Council year 2026-27
2. Completion of the Declaration of Acceptance of Office Form
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 of the meetings held on 20<sup>th</sup> April 2026
6. To discuss matters arising from previous minutes that are not covered by the agenda
7. To receive reports from the Borough Councillor
8. To receive an update from the Village Reliance
9. Public Session: To receive questions and comments from the public on any agenda item
10. To confirm eligibility to use the General Power of Competence
11. To agree representatives for 2026/27
  - a. Highways and Transport Representative
  - b. Village Hall Representative
  - c. Caretaker Committee Representative
  - d. Environment and Sustainability Representative
  - e. KALC Representative
  - f. Community Engagement Representative
  - g. Mersham Sports Club
  - h. Housing and Development Representative (including Planning Applications)
12. Appointment and Scope of the Internal Auditor
13. To review the Terms of Reference for the Caretaker Committee
14. To receive any updates on the following:
  - i) Highways and Transport matters (to include the Highways Improvement Plan)
  - ii) Village Amenities and infrastructure (to include The Village Hall)
  - iii) Environment and Sustainability (to include The green buffer zone in High Field).
  - iv) Financial matters:

a. To approve the following financial documents:

- 1) To receive the end of year accounts for 2025-26
  - 2) To receive the report from the Internal Auditor
  - 3) To approve the Governance Statement 2025/26, section 1 of the AGAR for the year ending 31 March 2026
  - 4) To consider and approve the Accounting Statements 2025/26, section 2 of the AGAR for the year ending 31 March 2026 and the supporting Bank Reconciliation as at 31<sup>st</sup> March 2026, the explanation of significant variance. To ensure that the Accounting Statements 2025/26 are signed and dated by the person presiding at the meeting.
- b) To note the Parish Council's financial position for the beginning of the new Financial Year.
- c) To authorise any payments
- v) Community Engagement
- vi) IBF Update following meeting with DfT planning team
- vii) Housing and Development, to include any planning applications.
- viii) Local Government Reorganisation
- ix) Succession Planning

15. To approve the Standing Orders, Asset Register and Risk Assessment, IT Policy, Data compliance Policy and confirm arrangements for insurance cover in respect of all insured risks.

16. Review of the Council's subscriptions to other bodies ie KALC

17. Any Other Business (for information purposes only):

18. Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.

Monday 15<sup>th</sup> June 2026

Monday 14<sup>th</sup> September 2026

Monday 16<sup>th</sup> November 2026

Monday 15<sup>th</sup> February 2027

Monday 19<sup>th</sup> April 2027

Monday 20<sup>th</sup> July 2026

Monday 19<sup>th</sup> October 2026

Monday 18<sup>th</sup> January 2027

Monday 15<sup>th</sup> March 2027

Monday 17<sup>th</sup> May 2027



Tracey Block

Clerk to Mersham Parish Council

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