

Eythorne Parish Council

mail to: clerk@eythornepc.kentparishes.gov.uk

TO: All Members Of Eythorne Parish Council

Councillors are hereby summoned to attend an Annual General Meeting followed by an ordinary meeting of the Eythorne Parish Council on **Wednesday 8 May 2019** at the Eythorne Resources Centre, Barfreestone Road, Eythorne at **6.30pm** for the transaction of the business described in the following Agenda.

Annual General Meeting Agenda

1. Present, Apologies; Reasons for Absence
2. Election of Chairperson
3. Signing of Declaration of Acceptance by Chairperson
4. Election of Deputy Chairperson
5. Completing Acceptance of Office Documentation for all Councillors, Declaration of Interests and amendments to Disclosable Pecuniary Interests – if applicable
6. Decision to continue the following committees and appointment of Councillors (if applicable):
Playground, Allotment, Recruitment and Appointments, Complaints, Grievance, Disciplinary, Tilmanstone Welfare and KALC Dover Area Committee (2)

Monthly Meeting Agenda

1. Present, Apologies; Reasons for Absence
2. Declarations of Interest
3. Approval and Signing of Minutes 10 April 2019 meeting
4. Co-option of Councillor
5. DDC Community Caretaker Project – Elliott Allen, Assistant Community Development Officer
6. KCC and DCC Councillor and Community Warden Reports
7. Public Contributions and Questions
8. Finance Matters and Authorisation of Payments
9. Annual Return 2018-2019 – acceptance and signing by Chair and RFO
 - i. *The Council is required by Council Standing Orders and the Accounts and Audit Regulations 2015 to carry out an annual review of the Financial Regulations and Risk Assessment.*
 - ii. *The Council is required to approve the Statement of Internal Control for 2018-2019.*
 - iii. *The Council has to formally resolve to approve the Annual Governance Statement (Section one) for 2018-2019. Once approved the Chairman and Responsible Financial Officer sign it.*
 - iv. *The Council has to formally resolve to approve the Accounting Statements for 2018-2019 (Section two) which the RFO has already signed, once approved the Chairman will sign.*

Included with the Accounting Statements are the bank reconciliation, receipts and payments account and a statement of variances between the previous year 2017-2018 and 2018-2019, both are required by the Accounts and Audit Regulations 2015 and are attached with a copy of the Return.

10. Planning - to include any applications with expiry dates before the next meeting: Applications, Decisions and Consultations

Applications

i. DOV/19/00224 – Erection of 2 storey and single storey rear extensions and insertion of first floor window to side elevation – 35C Sandwich Road, Eythorne CT15 4DE – extension to 10 May 2019

ii. DOV/19/00038 – Erection of 5 dwellings, construction of access and landscaping (amended plans) – land North of Sunnybank, Adelaide Road, Eythorne – expires 16 May 2019

Decisions:

11. Matters Arising from Previous Minutes 10 April 2019 not elsewhere on Agenda

12. Environmental Issues – including drilling and green policy issues

13. Allotments - update

14. Transport and Container for Parish Gardener/Handyman

15. Damaged Bench on Elvington Recreation Ground

16. Wigmore Lane Footpath Project

17. Play Equipment on Elvington Recreation Ground

18. Correspondence

19. Any other matters

S Collins, Clerk

May 2019