



## **EYTHORNE PARISH COUNCIL**

### **COUNCIL MEETING**

Sir/Madam,

You are hereby summoned to attend a Full Council meeting of Eythorne Parish Council at 6.30pm Wednesday 11<sup>th</sup> May 2022 at Elvington Community Centre, Elvington, for the purposes of considering and passing such resolutions as may be deemed necessary or desirable in respect of the matters contained within the agenda. If you are unable to attend this meeting, will you, please advise the Clerk in advance by email so that your apologies and reasons for absence can be given at the meeting.

Any member of the public wishing to attend or speak on item 6 of the agenda please email the Clerk before the meeting with the agenda item and question for members, [eythornepcclerk@fastmail.fm](mailto:eythornepcclerk@fastmail.fm)

1. **APOLOGIES FOR ABSENCE** - To receive any apologies of absence.
2. **DECLARATIONS OF INTEREST** - Members are requested to disclose any interest they may have for items on the agenda.
3. **APPROVAL AND SIGNING OF MINUTES 13<sup>th</sup> April 2022 MEETING (Appendix A)**
4. **COMPLETED ACTIONS FROM THE APRIL MEETING/MATTERS ARISING**
5. **KCC AND DDC COUNCILLOR AND COMMUNITY WARDEN REPORTS** – To receive the reports
6. **PUBLIC CONTRIBUTIONS AND QUESTIONS** - Please email the Clerk with any contributions
7. **ANNUAL RETURN RISK MANAGEMENT STATEMENT 2021-2022** – Members are requested to approve the Risk Management Statement for 2021-22. The Chairman and Responsible Financial Officer to sign.
8. **ANNUAL RETURN STATEMENT OF INTERNAL CONTROL** - To review the effectiveness of the system of Internal Control. Members are requested to consider the Statement of Internal Control in support of the Annual Governance Statement for the year ending 31.03.2022. The Chairperson and Parish Clerk/RFO to sign.
9. **ANNUAL RETURN GOVERNANCE STATEMENTS** - The Council has to formally resolve to approve the Annual Governance Statement (Section one) for 2021-2022. Once approved the Chairman and Responsible Financial Officer sign The Annual Return.
10. **ANNUAL RETURN ACCOUNTING STATEMENTS** - *The Council has to formally resolve to approve the Accounting Statements for 2021-22 (Section two) which the RFO has already signed, once approved the Chairman will sign.*
11. **FINANCE MATTERS AND AUTHORISATION OF PAYMENTS**
  - a) **Authorisation of payments** – To approve the monthly payments/reconciliation (**Appendix B**)
12. **PLANNING** - to consider and note decisions made from DDC including any late applications due to expire.

#### **Applications:**

**22/00452, 62 Sandwich Road, Eythorne CT15 4DQ**, Erection of single storey side and rear extensions, raise existing roof, insertion of 3no. rooflights and 2no. windows to first floor to facilitate loft conversion (existing conservatory to be demolished). **Expires 23.5.22.**

**Decisions:**

**22/00213, The Old Rectory, Barfrestone Road, Barfrestone, CT15 7JJ**, Erection of new entrance gates and boundary fencing to existing vehicular access. **Granted.**

**22/00192, Flax Court, Flax Court Lane, Eythorne, CT15 4AB**, Erection of side extension to existing garage to facilitate conversion to ancillary annexe. **Granted.**

**21/01736, West View Chapel Hill Eythorne CT15 4BA**, Erection of a detached dwelling, with associated parking (existing shed and greenhouse to be demolished). **Granted.**

**21/01814, West End Cottage Coldred Road Eythorne CT15 4BE**, change of use and conversion of barn into holiday let. **Granted.**

**21/01838, West End Cottage Coldred Road Eythorne CT15 4BE**, Works to facilitate conversion of outbuilding into holiday let. Internal works include: Remove & Insert new partitions to form ground floor bedroom & bathroom. Installation of mezzanine and staircase to form access to mezzanine bedroom. External works include: Replace existing window in new position, insert 1no new window, Insert 2no rooflights all to rear south elevation. Replace garage door with glazed opening, replace 1no window to front north elevation. **Granted.**

**13. CORRESPONDENCE** – To receive any correspondence

**14. COMMUNITY MAGAZINE** – To receive any updates/decision required.

**15. ALLOTMENTS** – To receive any updates.

**16. ANY OTHER MATTERS**

**17. DATE OF NEXT MEETING**

Annual Parish Community Meeting Wednesday 18<sup>th</sup> May, 6.30 pm Elvington Community Centre

Wednesday 8<sup>th</sup> June 2022, 6.30pm Elvington Community Centre.

**Mrs Caroline Flynn**

**Clerk to the Council, 4<sup>th</sup> May 2022**