

Tunstall Parish Council

To Parish Councillors, members of the public and press.

Members are hereby summoned and notice is given that the Annual Parish Meeting, **Annual Meeting of the Parish Council and monthly Meeting** for Tunstall will be held at St John the Baptist Church, Tunstall on **Thursday 27 May 2021**, following the Annual Parish Meeting which starts at **7pm**, when it is proposed to transact the following business:

ANNUAL PARISH COUNCIL MEETING

- 1. ELECTION OF CHAIRMAN**
- 2. TO APPOINT COMMITTEES AND COMMITTEE CHAIRMAN**
 - i. HR Committee
 - ii. Planning Committee
 - iii. Planning Committee Terms of Reference
- 3. TO APPOINT REPRESENTATIVES TO EXTERNAL BODIES**
 - i. KALC Representatives
 - ii. School Liaison
 - iii. Police/Parish Council Liaison
 - iv. Village Hall Committee
 - v. Five Parishes Group
- 5. SPEEDWATCH**

To appoint the Speed Watch co-ordinator
- 6. DATES OF MEETINGS 2021/22**

MONTHLY PARISH COUNCIL MEETING

- 1. COUNCILLOR VACANCY**
- 2. APOLOGIES FOR ABSENCE**

To receive and accept apologies for absence.
- 3. DECLARATIONS OF INTEREST**

Members are required to declare any items of interest or lobbying on this agenda
- 4. MINUTES OF THE MEETING HELD ON 7 APRIL 2021 AND MINUTES OF THE HR COMMITTEE MEETING ON 21 APRIL 2021**

To consider the minutes of the meeting and if in order sign as a true record
- 5. MATTERS ARISING FROM THE MINUTES**
- 6. REPORTS FROM MEMBERS OF THE PUBLIC**

This is a concessionary short session and will be limited to 15 minutes. Three minutes per person will be allowed and only if time permits will further comments be heard. This is an information session only and no action can be taken upon those items raised.
- 7. REPORTS FROM BOROUGH AND COUNTY COUNCILLORS**

Ward and County Councillors are invited to report and discuss matters affecting the parish
- 8. SPEED WATCH**

To receive an update
- 9. FINANCE**
 - i. Cheques raised and accounts
 - ii. To consider insurance renewal
 - iii. Statement of Internal Control
 - iv. Annual Governance Statement - To agree the statement.
 - v. Annual Return for the Year Ended 31 March 2021- To receive the end of year return and to consider the adoption and signing of the return.

vi. To Certify exemption from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015.

vii. Independent Internal Auditors Report

10. PLANNING

i. Ref: 21/502116/FULL

Address: 9 Woodside Gardens Sittingbourne Kent ME10 1SG

Proposal: Erection of a single storey side extension with 2 no. skylights.

iv. Ref: 20/503707/HYBRID

Address: Kent Science Park Shimmin Road Sittingbourne Kent

Proposal: Hybrid planning application consisting of - Outline planning permission (with all matters reserved except access) for commercial development, accesses and roads, parking, associated services, infrastructure, earthworks and landscaping - Full planning permission for the erection of a manufacturing facility, associated parking, services, infrastructure, landscaping and earthworks.

ii. Any other planning matter received by 27 May 2021.

11. IT SYSTEMS

12. REPORTS FROM MEMBERS

To receive reports from Councillors serving on outside bodies.

13. HIGHWAYS

To receive an update

14. ENVIRONMENT

i. To consider quotation to replant the planters

ii. Tunstall Litter Pick

iii. To consider quotation to refurbish Village Sign

iv. Coffin Pond

15. CORRESPONDENCE

16. ANY OTHER MATTERS ARISING

This is for information only and no decision can be made on matters raised.

Wendy Licence

Clerk to Tunstall Parish Council

18 May 2021

Legislation allows for meetings to be recorded. Persons intending to record or who have concerns about being recorded should please speak to the Clerk.