

# STOKE PARISH COUNCIL



50 Pepys Way, Strood, Rochester, Kent, ME2 3LL

Clerk: Mrs J Allen  
Telephone: 01634 710086

Email: [stokeparishcouncilkent@gmail.com](mailto:stokeparishcouncilkent@gmail.com)  
Website: [www.stokeparishcouncil.org.uk](http://www.stokeparishcouncil.org.uk)

I hereby give notice of a VIRTUAL meeting of Stoke Parish Council to be held on Wednesday 3<sup>rd</sup> February 2021 at 7.00 pm, which all members are invited to attend.

Jenny Allen ~ Clerk  
28/01/2021

<b>Part A</b>	Public discussion (not part of the meeting) where any member of the public may discuss any item. No motions may be proposed nor decisions taken, but matters raised by the public may be placed on the agenda for the next meeting.
<b>Part B</b>	Public discussion on any <b>agenda</b> items. In line with standing order (3) e members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda. This shall take place at this part of the meeting for a maximum of 30 minutes. Following this member of the public are <b>not permitted to speak</b> or to take part in the business of the Parish Council.

## Agenda

<b>1.</b>	<b>Apologies for absence</b> Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meetings, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.
<b>2.</b>	<b>To receive Declarations of Interest and Dispensations</b> To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers. To consider any Dispensation requests received by the Parish Clerk and not previously considered.
<b>3.</b>	<b>Disclosure of any other business of an urgent nature</b> Additional items to be discussed that have risen since the publishing of the agenda. No votes on these issues to take place.
<b>4.</b>	<b>Minutes from the previous Parish Council Meeting - Appendix A</b> a). To receive and approve the minutes from the Parish Council meeting held on Wednesday 6 <sup>th</sup> January 2021.
<b>5.</b>	<b>Matters arising from the Minutes not otherwise on the Agenda</b>
<b>6.</b>	<b>Parish Matters</b> a). To receive an update on the Village's Power Shortages b). To receive an update on the Village Floods

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7.	<b>Planning Applications – Appendix B</b> a). Applications. b). Decisions. c). Appeals and Other Matters.
8.	<b>Finance – Appendix C</b> a). To agree financial performance against the budget for the month of January 2021. b). Update of account(s) for 2020/21 including payments received. c). Accounts paid since the last meeting to be ratified. d). Accounts for payment. e). Payment requests to be discussed for approval and payment. f). To appoint an Internal Auditor for the 2020/2021 Audit g). To appoint a 3 <sup>rd</sup> signatory for the Parish Council bank account
9.	<b>Management of the Council’s land and property – Appendix D</b> a). Playparks i Allhallows Road Playpark ii Heron Way Playpark – including a replacement swing. iii Upper Stoke Playpark. b). Notice board in Lower Stoke
10.	<b>Highways &amp; Transportation</b> To receive and discuss any reports relating a). Footpaths. b). Lighting. c). Highways and verges. d). Pot holes. e). Fly tipping. f). School Warning Signs
11.	<b>Communications</b> a). Update on the Parish Council’s new webpage and associated email addresses b). Parish Council owned tablets
12.	<b>Lower Stoke Car Park Lease</b> a). To discuss the ongoing situation with the proposed new lease for Medway Council’s Lower Stoke Car Park
13.	<b>External Contractors</b> To discuss and approve any new work requests or discuss any existing orders for either: a). J R Brickwork. b). Eastborough Landscapes. c). Colyn Property Services
14.	<b>Village Voices Publication</b> a). To review items that could be used to place an article in the next edition of the Village Voices Publication.

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<b>15.</b>	<b>Correspondence</b>
<b>16.</b>	<b>Reports and Circulars</b>
<b>17.</b>	<b>Date of next meeting</b>