

STOKE PARISH COUNCIL



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

Clerk: Mrs J Allen
Telephone: 01634 710086

Email: stokeparishcouncilkent@gmail.com
Website: www.stokekent-pc.gov.uk

I hereby give notice of the Annual Parish Council, to be held after the Annual Parish Meeting, at the Village Hall, Mallard Way, on Wednesday 4th May 2022 at 8.00pm.

Jenny Allen ~ Clerk
29/04/2022

Part A	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.
Part B	Public discussion on any agenda 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 members of the public are not permitted to speak or to take part in the business of the Parish Council.

Agenda

1.	To elect the Chair for the ensuing year Once elected the Chairman will be required to sign Declaration of Acceptance of Office before the Proper Officer of the Council.
2.	Apologies for absence
3.	To elect the Vice-Chair for the ensuing year
4.	Disclosure of any other business Additional items to be discussed that have arisen since the publishing of the Agenda no votes on these issues to take place.
5.	Declaration of any Pecuniary or Personal Interests In line with the Code of Conduct for the meeting, plus alterations to the register
6.	To elect the Committee Portfolio Holders for the ensuing year
7.	To appoint Members of the Committees and representatives to other bodies
8.	Ward Councillor report a). A report by Ward Councillor Mick Pendergast.
9.	Minutes from previous Parish Council Meeting – Appendix A To receive and approve the minutes of the meeting from Wednesday 6 th April 2022.
10.	Information arising from the minutes not on the agenda
11.	Vacancies To discuss any applications received relating to the Parish Council's outstanding vacancies.

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12.	Planning Applications – Appendix B a). Applications. b). Decisions. c). Appeals and Other Matters.
13.	Finance – Appendix C a). To agree financial performance against the budget for the month of April 2022. b). Update of account(s) for 2022/23 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). Update on the progress of the Internal Audit for the year ending 2021/2022. g). Authorisation for the purchase of both goods and services.
14.	Management of the Council’s land and property – Appendix D a). Playparks i Allhallows Road Playpark ii Heron Way Playpark iii Upper Stoke Playpark. b). To discuss the complaint receive concerning the uneven surfacing in the Button Drive play park close to the swing unit. c). To receive an update on the repairs to the fencing of the Button Drive Playpark, following the storm damage.
15.	Highways & Transportation To receive and discuss any reports relating a). Footpaths. b). Lighting. c). Highways and verges. d). Pot holes. e). Fly tipping. f). Grass cutting.
16.	Communications a). Update on the Parish Council’s new website and associated email addresses b). Parish Council owned tablets
17.	External Contractors 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

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18.	Platinum Jubilee Event - Appendix E a). To provide an update on event to mark the Queen's Platinum Jubilee on Sunday 5 th June 2022. b). To decide if a commemorative gift will be handed out to the children attending the Platinum Jubilee event and if so, to determine a budget for the associated costs.
19.	Village Voices Publication a). To review items that could be used to place an article in the next edition of the Village Voices Publication.
20.	Correspondence – Appendix F a). To discuss a complaint received that member of the public are not able to hear the discussions held in Parish Council meetings.
21.	Reports and Circulars
22.	Any other business (no votes may be taken)
23.	Date of next meeting
24.	Close of meeting