

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 a meeting of Stoke Parish Council, to be held in the Village Hall, on Wednesday 24th January 2024 at 7.00pm, which all members are summoned to attend.

Jenny Allen ~ Clerk
15/01/2024

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 member of the public are not permitted to speak or to take part in the business of the Parish Council.

1.	Apologies for absence 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.
2.	To receive Declarations of Interest and Dispensations 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.
3.	Minutes of the last meeting – Appendix A a). To receive and approve the minutes of the Parish Council meeting held on Wednesday 6 th December 2023.
4.	Matters arising from the minutes (not otherwise on the Agenda)
5.	Ward Councillor report a). A report by Ward Councillor Chris Spalding.
6.	Planning – Appendix B a). Applications. b). Decisions. c). Appeals and Other Matters.

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7.	Finance - Appendix C a). Bank balances. b). To agree the financial performance against the budget for December 2023. 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). Budgets for 2024 / 2025. g). Precept 2024 / 2025.
8.	Management of Land and Property - Appendix D a). To receive the play park inspection report from the month of December for: i). The Button Drive Playpark (Lower Stoke). ii). The Heron Way Playpark (Lower Stoke). iii). The Street Playpark (Upper Stoke). b). Cleaning of play equipment. c). Defibrillator(s)
9.	Highways, Transport & Upkeep To receive any reports relating to: a). Footpaths. b). Lighting. c). Highways and verges. d). Pot holes. e). Fly tipping. f). Grass cutting. g). Leaking manhole cover on A228 / Grain Road. h). Salt / Grit Bins.
10.	Communications To receive an update on the following methods of communication: a). Website. b). Social media page.
11.	Village Hall - Appendix E a). To receive an update on the status of the Village Hall, including the Doctors surgery. b). To consider making an additional donation towards the village Hall's upkeep.
12.	External Contractors a). To discuss and approve any new work requests or discuss any existing orders.
13.	Stoke Community Project a). To receive a report from the Stoke Community Project concerning their latest projects.
14.	Events - Appendix F a). 80 th Anniversary of D-Day on 06/06/2024.

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15.	IT Equipment a). To consider purchasing the Clerk a new office laptop. b). To consider trialling a new tablet for Parish Council members.
16.	Stoke Parish Council Surgery a). To consider holding a Parish Council surgery once a month in the Village Hall, to address any concerns residents may have.
17.	Electricity Supplies in Stoke a). To discuss the situation with the intermittent electricity supplies in Stoke.
18.	Flood Update a). To receive a report from Cllr S. Back (Flood Warden) on the recent flooding in Stoke.
19.	External Committee Updates a). KALC. b). Rural Liaison.
20.	Correspondence - Appendix G a). To receive an update on the Neighbourhood Plan.
21.	Any other business
22.	Date of next meeting
23.	Section 100A(4) To resolve that pursuant to Section 100A(4) of the Local Government act 1972 that the public be excluded from the following item because it is likely in view of the nature of the business to be transacted that if members of the public are present during this item, there would be disclosure to them of exempt information as defined in Part 1 of Schedule 12A of the act.
24.	Personnel - Appendix H a). NALC 2023 / 2024 Pay scales
25.	Close of meeting