



Hoo Saint Werburgh Parish Council

Parish Clerk: Mrs Sherrie Babington

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To all Members of the Parish Council.

Notice is hereby given, that the Annual Statutory Meeting of the Parish Council is to be held on Thursday 5th May 2022 at 7.00pm in Pottery Road Village Hall-. Members are hereby summonsed to attend.

1. To elect a chairman.

2. To receive the Chairman's Declaration of Acceptance of Office.

3. Apologies.

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.

4. To elect a Vice-Chairman.

5. To approve Committees, Representatives to outside bodies and other external parties.

Report circulated with meeting papers.

6. Declaration of Interest.

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.

7. Approval of the minutes of the previous meeting.

To consider the minutes of the previous meeting and if in order sign as a true record.

8. Matters arising from the Minutes.

9. Public Participation.

To discuss any questions received by members of the public.

10. Urgent Matters (if any with the Chairman's consent).

To consider any urgent matters raised by members.

11. Financial Matters.

a. To consider the monthly financial statement.

b. 2021/2022 Accounts and Annual Return.

12. **Clerks Report.**
To consider the Clerk's Report.
13. **Chairman's Report.**
To receive the Chairman's Report.
14. **Parish Council Committees.**
To receive the reports and recommendations from PC Committees.
 - a. Jubilee Celebrations Committee.
 - b. Environment Committee.
15. **PC Policy Review.**
 - a. *Policy Review – to consider and review the PC Policies.*
16. **Planning Matters.**
 - a. *Planning Applications Received.*
17. **Annual Meeting of the Parish – *To be held 2nd June 2022.***
18. **Date of the next meeting – *Thursday 2nd June 2022 @ 7pm.***

Please note the meeting will finish at 8pm and Medway Council will then give a presentation to members.

Mrs Sherrie Babington
Parish Clerk