

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 Meeting, to be held after the Annual Meeting, at the Village Hall, Mallard Way, on Wednesday 1st May 2024 at 7.45pm (approximately).

Jenny Allen ~ Clerk
22/04/2024

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

Agenda

1.	Election of Chair Person To elect the Chair Person of Stoke Parish Council for the 2024/2025 Council Year.
2.	Chair Person's Declaration of Acceptance of Office To receive the Chair Person's Declaration of Acceptance of Office or, if the Chair Person is not present, to resolve that such Declaration be made at or before the next Ordinary Meeting of the Council.
3.	Election of Vice-Chair Person To elect the Vice-Chair Person of Stoke Parish Council for the 2024/2025 Council Year.
4.	Vice-Chairman's Declaration of Acceptance of Office To receive the Vice-Chair Person's Declaration of Acceptance of Office or, if the Vice-Chair Person is not present, to resolve that such Declaration be made at or before the next Ordinary Meeting of the Council.
5.	Apologies for absence
6.	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.
7.	Minutes of the last meeting – Appendix A a). To receive and approve the minutes of the Parish Council meeting held on Wednesday 6 th March 2024.

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

8.	Matters arising from the minutes (not otherwise on the Agenda).
9.	To review the Council's Sub Committee Memberships a). Personnel. b). Planning. c). Finance.
10.	To review the Council's Working Party Memberships a). Playparks. b). Policies. c). Neighbourhood Plan.
11.	To review the Council's representatives for external bodies a). KALC b). Rural Liaison. c). Police Liaison. d). Village Hall. e). Stoke Community Project.
12.	To review and approve the Council's and/or employees' subscriptions to other bodies a). KALC. b). ICO. c). Rialtas. d). Satswana.
13.	Ward Councillor report a). A report by Ward Councillor Chris Spalding.
14.	Planning Applications – Appendix B a). Applications. b). Decisions. c). Appeals and Other Matters.
15.	Finance - Appendix C a). Bank balances b). To agree the financial performance against the budget for April 2024. 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). Publication of agreed 2024/2025 budgets on the Parish Council's webpage.
16.	Management of Land and Property a). To receive the play park inspection report from the month of April for: i). The Button Drive Playpark (Lower Stoke). ii). The Heron Way Playpark (Lower Stoke). iii). The Street Playpark (Upper Stoke).

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

17.	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. i). Flood signs.
18.	Correspondence – Appendix D a). Neighbourhood Plan Application form (signatories).
19.	Reports and Circulars
20.	Any other business (no votes may be taken)
21.	Date of next meeting
22.	Close of meeting