

# 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.stokekent-pc.gov.uk](http://www.stokekent-pc.gov.uk)

I hereby give notice of a meeting of Stoke Parish Council to be held at the Village Hall, Mallard Way on Wednesday 2<sup>nd</sup> June 2021 at 7.00pm.

Jenny Allen ~ Clerk  
25/05/2021

<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>Ward Councillor report</b> a). A report by Ward Councillor Mick Pendergast.
<b>5.</b>	<b>Vacancies</b> a). To discuss any applications received relating to the Parish Council's outstanding vacancy.
<b>6.</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 5 <sup>th</sup> May 2021.
<b>7.</b>	<b>Matters arising from the Minutes not otherwise on the Agenda</b>

# 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.stokekent-pc.gov.uk](http://www.stokekent-pc.gov.uk)

<b>8.</b>	<b>Planning Applications – Appendix B</b> a). Applications. b). Decisions. c). Appeals and Other Matters.
<b>9.</b>	<b>Finance – Appendix C</b> a). To agree financial performance against the budget for the month of May 2021. b). Update of account(s) for 2021/22 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 2020/2021
<b>10.</b>	<b>Management of the Council’s land and property – Appendix D</b> a). Playparks i Allhallows Road Playpark ii Heron Way Playpark iii Upper Stoke Playpark. b). Update on the replacement apparatus, following the removal of the toddler tunnels at Button Drive & Heron Way c). New baby/cradle swing for the Heron Way Playpark d). Tree surgeon update on the removal of the overhanging limbs at the Heron Way Park e). Tree surgeon update on the pollarding of the trees at Button Drive f). Notice board in Lower Stoke
<b>11.</b>	<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.
<b>12.</b>	<b>Communications</b> a). Update on the Parish Council’s new website and associated email addresses b). Parish Council owned tablets c). General communications
<b>13.</b>	<b>Village Hall</b> a). To receive an update on the Village Hall
<b>14.</b>	<b>Lower Stoke Car Park Lease - Annex E</b> a). To discuss the ongoing situation with the proposed new lease for Medway Council’s Lower Stoke Car Park.

# 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.stokekent-pc.gov.uk](http://www.stokekent-pc.gov.uk)

15.	<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
16.	<b>Christmas Celebrations</b> a). To receive an update on the installation of a Christmas Tree and Christmas lights in Lower Stoke for the month of December 2021.
17.	<b>Sponsorship for The Big Lunch in Stoke - Annex F</b> a). To discuss potential sponsorship towards 'The Big Lunch in Stoke' hosted by the Methodist Church.
18.	<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.
19.	<b>Policies - Annex G</b> a). To discuss the compilation of an antiracism policy
20.	<b>Correspondence</b>
21.	<b>Reports and Circulars</b>
22.	<b>Date of next meeting</b>
23.	<b>Close of meeting</b>