

## Local Government Act 1972



Local Government for Langton Green, Speldhurst, Ashurst and Old Groombridge

**TO: ALL MEMBERS OF SPELDHURST PARISH COUNCIL:** Cllrs Curry (Chair), Dickens (Vice-Chair), Cleaver, Farley, Ellery, Leach, Littlefield, Norton, Barrington-Johnson, Tarricone and Turner.

You are summoned to attend the **Annual Statutory Meeting of the Parish Council** to be held on

**Tuesday 5th May 2026 at 7.30pm at Langton Green Pavilion, Langton Green**

for the purpose of transacting the following business.

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### A G E N D A

No decisions will be taken by the Parish Council on any item not on this Agenda

1. **Election of Chair** - signing of declaration of acceptance of office.
  2. **Election of Vice-Chair** - signing of declaration of acceptance of office.
  3. **To enquire if anyone present intends to film, photograph and/or record the meeting**
  4. **To accept and approve apologies and reasons for absence**
  5. **Disclosure of Interests**  
To receive disclosure of members' pecuniary or other significant interests, in respect of items on this Agenda in accordance with the Kent Members' Code of Conduct as agreed and accepted by the Parish Council on 6<sup>th</sup> August 2012. Members must explain the nature of the interest at the commencement of the agenda item, or when the interest becomes apparent.
  6. **Declarations of Lobbying**
  7. **Minutes of the Full Council meeting held on 7<sup>th</sup> April 2026 and Annual Parish Meeting 13<sup>th</sup> April** – To resolve that the minutes, previously forwarded to Members, be confirmed as a correct record and signed by the Chair.
  8. **Public Open Session** – The Meeting will be adjourned to give members of the public an opportunity to raise with the Council any items of concern or interest.  
**Members of the public are NOT permitted to participate in the meeting after this agenda item without prior invitation from the Chair. Anyone is welcome to stay for the entire meeting and observe but cannot take part.**
  9. **Borough and County Councillors' Reports**
  10. **Clerk's Report**
  11. **General Matters** – Actionable tasks which do not fall to a committee.
  12. **Appointment of committees including KALC representative**
    - To confirm the new committee structure and membership as recommended by the Finance and Governance Committee.
    - To confirm the KALC representative.
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### **13. Annual Return**

- a) To consider the 2025/26 Internal Audit Report.
- b) To consider the review of the Risk Assessments.
- c) To consider the approval of the Annual Governance Statement (Section 1 of the AGAR) and that the Annual Return be signed.
- d) To consider the approval of the Accounting Statements (Section 2 of the AGAR) and authorise the Chairman to sign on behalf of the parish council
- e) To advise the public inspection period of the Annual Return.

**14. The General Power of Competence** – To consider whether the council should re-adopt the General Power of Competence (LA2011 S1(1)) for the next term of office.

**15. To consider resident's request regarding land adjacent to property.**

**16. Committees and Working Groups (WG) and other Reports: to include any meetings held since the last Full Council meeting, the draft minutes having previously been forwarded to all Members**

- a) **Highways Committee** – Report by Cllr Norton.
- b) **Amenities Committee** – Report by Cllr Turner.
- c) **Environment WG (EWG)** – Report by Cllr Turner.
- d) **Planning Committee** - Report by Cllr Curry.
- e) **KALC** – Report by the Chair.
- f) **Langton Green Recreation Ground (LGRG) – To receive an update on the Pavilion. Report by Chair**  
To receive an update on any bids received for the hire of the Community Hub.

**17. Finance and Governance Committee** – Report by Cllr Cleaver

Report by the Chair including any Committee Meetings held since the last Full Council meeting, the Minutes having previously been forwarded to all Members.

- a) Report on interim payments made since the last meeting.
- b) To note decisions made under delegated authority.
- c) To consider the approval of virement of **Accounts for Payment**.
- d) To authorise the payment of invoices as listed.
- e) To consider the recommendations of the Finance and Governance Committee to:
  - o approve the Statement of Internal Control.
  - o re-appoint the Internal Auditor (IA).
  - o confirm the Fixed Asset Register is correct.
  - o approve a % pay award for all staff, to be backdated from 1<sup>st</sup> April 2026:
    - Groundskeeper –% increase in hourly rate
    - Parish Council Administrator –% increase in hourly rate
    - Deputy Clerk –% increase in hourly rate
    - Clerk – % increase in hourly rate
  - o approve the following policies: Data Protection
  - o approve the Internal Audit Terms of Reference.

**18. Update on Vacancies on the Council** – To receive an update.

**19. Diary Dates**

**20. Items for Information**

Helen Chater

Parish Council Clerk  
20<sup>th</sup> April 2026