

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 at the Village Hall, Mallard Way on Wednesday 7th December 2022 at 7.00pm.

Jenny Allen ~ Clerk
30/11/2022

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.

Agenda

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.	Disclosure of any other business of an urgent nature Additional items to be discussed that have risen since the publishing of the agenda. No votes on these issues to take place.
4.	Vacancies a). To discuss any applications received relating to the Parish Council's outstanding vacancy.
5.	Minutes from the previous Parish Council Meeting - Appendix A a). To receive and approve the minutes from the Parish Council meeting held Wednesday 2 nd November 2022.
6.	Matters arising from the Minutes not otherwise on the Agenda
7.	Planning Applications - Appendix B a). Applications. b). Decisions. c). Appeals and Other Matters.

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8.	Finance - Appendix C a). To agree financial performance against the budget for the month of November 2022. 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. i). To consider providing the Stoke Community Project with a £100 grant towards their Seniors Afternoon Tea event. f). To review the suggested amendments to the budgets, as recommended by Cllr P. Egan.
9.	Management of Land and Property - Appendix D a). To receive the play park inspection report from the month of November for: i The Allhallows Road Playpark. ii The Heron Way Playpark. iii The Upper Stoke Playpark. b). To receive an update on the long-term upkeep of the Button Drive, Heron Way & Upper Stoke Playparks. c). To receive an update on the installation of the three Platinum Jubilee trees.
10.	Highways, Transportation & Upkeep To receive and discuss any reports relating 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). Button Drive recreation ground outer fencing
11.	Communications a). Update on the Parish Council's website and associated email addresses. b). Parish Council owned tablets.
12.	Village Hall a). To receive an update on the status of the Village Hall.
13.	External Contractors a). To discuss and approve any new work requests or discuss any existing orders.
14.	Stoke Community Project a). To receive a report from the Stoke Community Project concerning their latest projects.
15.	Feedback to Public Questions a). To receive a response/update on the last public questions raised, following the Parish Council Meeting on Wednesday 2 nd November 2022.

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16.	Lower Stoke Car Park Layout a). To receive an update on the new layout of the Lower Stoke Car Park.
17.	Village Events a). To receive an update on the Christmas tree light switch on event, held on Sunday 4 th December 2022. b). Kings Coronation June 2023.
18.	Emergency Plan a). To finalise the arrangements for the emergency plan meeting, due to be held on Saturday 10 th December from midday in the Stoke Village Hall.
19.	Policies – Appendix E a). To review the following existing policy for adoption: <ul style="list-style-type: none">• Standing orders
20.	Correspondence
21.	Reports and Circulars a). KALC AGM, held on Saturday 19 th November.
22.	Any other business
23.	Date of next meeting – Appendix F a). To agree a date for the members next meeting, due to be held in January 2023.
24.	Close of meeting