

HORSMONDEN PARISH COUNCIL

A PARISH COUNCIL MEETING WILL BE HELD IN THE VILLAGE HALL ON
MONDAY 4TH JUNE 2018 AT 7.30PM

AGENDA

Please note that although members of the Public and press may not orally report or comment about a meeting as it takes place, they may a) film, photograph or make an audio recording of a meeting; b) use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later; or c) report or comment on the proceedings in writing during or after a meeting or orally report or comment after the meeting.

All members of the council are respectfully requested to ensure that they are familiar with the details of each item listed on the agenda, prior to the meeting, by reading the relevant papers and emails or following the links provided.

Declarations of Interest (in accordance with the Members' Code of Conduct): If a Member has a prejudicial interest, this should be declared at the start of the meeting. Personal interests may be declared at this point or alternatively can be declared at the time when the specific item is being discussed, if a Member wishes to speak on an item in which s/he has a personal interest. Members in doubt about such a declaration are advised to contact the Monitoring Officer before the date of the meeting.

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1. APOLOGIES FOR ABSENCE

2. PUBLIC SESSION (no decisions): Members of the public have the right to speak for up to three minutes at the Chairpersons discretion on issues concerning the Parish providing the Clerk has prior notification.

3. MINUTES OF PREVIOUS MEETING

Agree the minutes of the Annual Parish Council Meeting 8th May 2018 & Planning Committee Meeting 22nd May 2018

4. MATTERS ARISING (the council looks at matters ongoing from the last meeting - no decisions)

5. PARISH COUNCIL FINANCE/QUOTATIONS

5.1 Agree Parish Council accounts to 3rd June 2018 and settlement of invoices for this period (see appendix 1)

5.2 Chair to reconcile accounts with bank statement for period up to and including 7th May 2018

5.3 Consider request for grant from Horsmonden Sports Club

6. HIGHWAYS AND GROUNDS MAINTENANCE

6.1 Highways issues – footpaths, trees, roads, signs, verges, and markings (Lorries on Horsmonden Lanes, white lining)

6.2 Street lighting

7. ADMINISTRATION

7.1 Traffic Solutions- update on recent traffic accident at the crossroads. Update on current traffic project: agree the next steps and quotations.

7.2 Emergency planning

7.3 Neighbourhood planning. Meeting structure, finance, etc

7.4 Agree appointment of Assistant Clerk following recommendation from the Interview panel. Allow Personnel committee permission to grant a contract of employment and deal with probationary period and employment matters concerning the appointment of the new member of staff.

7.5 Agree relaxation of the Byelaws and booking of Village Green for HoVEC Summer Festival and school Fete – 8th 9th & 10th June.

7.6 GDPR – Adoption of Privacy Notice on website and Email Disclaimer. Consider further actions for adoption next month.

8. UPDATES (no decisions)

8.1 Updates and meetings attended (updates and feedback from meetings attended and held by council members)



Lucy Noakes

Clerk to Horsmonden Parish Council, 01892 724989

29th May 2018

APPENDIX 1

Horsmonden Parish Council Accounts as at 3rd June 2018

Balances

Current account with Co-operative Bank PLC b/fwd. 08.05.2018 (assuming all debits and credits have cleared the account)	£ 97,847.62
Deposit account with HSBC b/fwd. 08.05.2018 (assuming all credits and debits have cleared the account)	£ 291.01
interest on HSBC account	

Item	Ref	Receipts	Payments
Arron services - Norton security 2 computers	402052		£ 84.00
Cancel cheque 402051 to BHIB Ltd	402051		-£ 2,074.89
BHIB Ltd _Annual insurance premium	402053		£ 2,062.93
Hobbs Plumbing - clearing urinal	402054		£ 72.00
B&CE Holdings - the Peoples pension - April	D/D		£ 30.54
Mrs L D Noakes- Salary plus overtime	S/O Flexi		£ 1,526.80
HM Revenue and Customs - Tax & NI Mrs L Noakes May 2018	402055		£ 481.95
PSR Lighting& Signs Ltd - Maintenance-April	402056		£ 89.00
Mark Sheppard - reimbursement for computer mouse	402057		£ 3.99
Viking stationery	402058		£ 178.02
Mr C J Couchman - May clock and play area	402059		£ 83.08
Denise Cole - reimbursement of NH planning adverts	402060		£ 293.00

Current Account with Co-operative Bank PLC as at 03.06.18 (assuming all credits and debits have cleared the account)	£ 95,017.20
All Accounts with HSBC as at 03.06.18 (assuming all credits and debits have cleared the account)	£ 291.01

TOTAL
BANK: £ 95,308.21

Please note that in addition to this the Council holds a long term investment of £70,000 with HSBC.