

ASH-CUM-RIDLEY PARISH COUNCIL

The Parish Office, Ash Green Sports Centre, Ash Road, New Ash Green, Kent, DA3 8JZ

Telephone: 01474 702760

Email: info@acrpc.org.uk

12 May 2016

Dear Councillor

You are hereby summoned to attend the next meeting of the Ash-cum-Ridley parish Council which will be held at **7.45pm on Thursday 19 May 2016 at the New Ash Green Youth & Community Centre, North Square.**

Yours faithfully

Alison de Jager
Parish Clerk

AGENDA

1. ELECTION OF CHAIRMAN TO THE COUNCIL

To elect a chairman of the Council for the year 2016/17 and to receive their declaration of acceptance of office.

2. APOLOGIES FOR ABSENCE

3. ELECTION OF VICE-CHAIRMAN

To elect a Vice-Chairman of the Council for the year 2016/17 and to receive their declaration of acceptance of office.

4. DECLARATIONS OF ACCEPTANCE OF OFFICE

To receive the Councillors' declarations of acceptance of office.

5. DECLARATIONS OF INTEREST

- a. Declarations of Interest – Notification of Disclosable Pecuniary Interests and of Interest Other Than Pecuniary declarations of interest which have not already been entered in the Members' register of interests.
- b. Changes to Register of Interest – a reminder that any alterations or new interests must be registered with the Monitoring Officer within 28 days.

6. DISPENSATIONS

To consider any requests received from Members to grant a dispensation in order to participate in discussion and voting, as appropriate, on matters to be considered at this meeting where a Member has an interest in Appendices A or B of the Council's adopted Code of Conduct.

7. TO APPROVE THE MINUTES of the Parish Council meeting held on Thursday 21 April 2016 (Attached).

8. APPOINTMENT OF COMMITTEES, WORKING GROUPS AND REPRESENTATIVES ON OUTSIDE BODIES:

- a. To establish Committees for the year 2016/17 and to agree their Terms of Reference and delegated powers. Schedule reflecting the Committees and their Terms of Reference attached. **(APPENDIX A LIME)**
- b. To appoint the membership of the Committees. A schedule of the current membership is attached. **(APPENDIX B LILAC)**
- c. To approve appointment of representatives to outside bodies and joint management committees. Schedule reflecting appointments for 2015/16 is attached. **(APPENDIX C BLUE)**

9. ANNUAL PARISH MEETING

To note that the notes of the Annual Parish Meeting held on Thursday 12 May 2016 will be distributed with the June 2016 agenda.

10. PLANNING

(APPENDIX D GOLD)

- a. Applications attached
- b. Decisions attached
- c. Appeals None at time of Agenda
- d. Enforcements None at time of Agenda
- e. To note the minutes of the Planning Committee meeting 05 May 2016.
- f. To note the notes of the Neighbourhood Development Plan Working Party meeting held on 03 May 2016.

11. FINANCE

(APPENDIX E PINK)

- a. To note the current financial position and accompanying reports.
- b. To authorise the cheques signed since the last meeting.
- c. To note that the minutes of the next Finance Committee meeting will be distributed with the June 2016 Agenda.
- d. To consider and agree the Statement on Internal Control for the year ending 31 March 2016 on recommendation of the review of the Statement of Internal Audit carried out by Cllrs J Kelly and I Paddy.
- e. Completion of Section 1 of the Annual Return, Statement of Assurance, for the Parish Council.
- f. To approve the accounts for the year ended 31 March 2016 for the Parish Council and Ash Green Sports Centre.
- g. To authorise the Chairman's Allowance for the year 2015/16 in accordance with the **Local Government Act 1972, Section 15(5)**. (£250.00 for 2015/16)
- h. To consider the quotations received in respect of the renewal of the insurance cover in respect of the Parish Council and Sports Centre.
- i. To authorise the renewal of the annual membership of Action with Communities in Rural Kent. The joint membership for Parish Councils and Village Halls no longer exists. The cost will be £50 for each membership; Parish Council, Ash Village Hall, Hodsoll Street Village Hall and the Youth & Community Centre, total £200.00.
- j. To note the email response from the Village Association with regard to the enquiry regarding the writing off of a debt of the Pavilion of approximately £123,000.

12. SPORTS CENTRE

- a. To note that the minutes of the Sports Centre Management Committee meeting held on 17 May 2016 will be distributed with the June 2016 Agenda.

13. BARNFIELD PARK

- a. To note that the next meeting of the Liaison Group will be held on 13 June 2016.

14. NORTHFIELD**(APPENDIX F RED)**

- a. To note the minutes of the meeting of the Northfield Management Committee held on 09 May 2016.
- b. To approve the amendments to the Financial Regulations as recommended by the Northfield Management Committee (attached)
- c. To note that letters have been sent to all parish councillors requesting that the provision of access to the allotments through Northfield is reconsidered. This item will be placed on the next Northfield Management Committee Agenda.

15. BURIAL GROUND**(APPENDIX G BROWN)**

- a. To note the minutes of the Burial Ground Committee meeting held on 18 April 2016.

16. YOUTH

- a. To note that the outcome of the KCC commissioning of youth services is awaited.
- b. 8 – 12's Steering Group –
- c. To note that Family fun days have been booked for 16 and 30 August on the Minnis and on 9 August on Northfield.

17. HIGHWAYS

The highways report was emailed to members on 13 May 2016

**SUSPENSION OF MEETING TO ALLOW FOR THE COUNTY AND DISTRICT
COUNCILLORS' REPORTS**

18. FOOTPATHS**19. TRANSPORT****20. ASH, HODSOLL STREET AND RIDLEY**

- a. Ash –
- b. Hodsoll Street –
- c. Ridley –

21. THE BULLETIN, PARISH WEBSITE AND OUTDOOR THEATRE

- a. Bulletin: To note that the deadline for the next edition of the Bulletin is 21 July 2016.
- b. Website:
- c. Outdoor Theatre - Tickets for the Rude Mechanical Theatre Company's production of 'Macbyrd' are available from 01323 501260 or through www.therudemechanicaltheatre.co.uk. Event to be held on Sunday 12 June 2016.

22. NEW ASH GREEN FOCUS GROUP AND POLICE

- a. To note that the next meeting of the Focus Group will be held on 04 July 2016.

23. THURSDAY LUNCH PROVISION

24. KENT ASSOCIATION OF LOCAL COUNCILS

25. REPORTS, CIRCULARS AND CORRESPONDENCE. (All publications available from the Clerk)

- a. Sevenoaks District Council Planning Application List 2409 – 2412
- b. Sevenoaks District Council Press releases to date
- c. Sevenoaks District Council Current state of Premises Licence Applications
- d. Clerks and Councils Direct – May 2016
- e. The Clerk – May 2016

RISK ASSESSMENTS: *Copies of the risk assessment visual check sheets for the Burial Ground and Hodsohl Street Playing field are available from the Parish Office.*