

# HASTINGLEIGH PARISH COUNCIL

Cllr Day  
Cllr Dryland  
Cllr Helmer  
Cllr Hill  
Cllr Jakeman

The Briars  
The Street  
Hastingleigh  
Ashford Kent  
TN25 5HU  
01233 750415

The Meeting of Hastingleigh Parish Council will be held at Evington Hall on Tuesday 12<sup>th</sup> May 2026 at 7.30pm, and you are summoned to attend.

## AGENDA

1. Election of the Chairman and any Vice-Chairman for the Council year 2026-27
2. Completion of the Declaration of Acceptance of Office Form by the Chairman.
3. To receive and approve apologies for absence.
4. To receive declarations of interest (Disclosable Pecuniary Interests and Other Significant Interests). The nature as well as the existence of any such interest must be declared.
5. To approve the minutes of the meeting held on 10<sup>th</sup> March 2026.
6. To discuss matters arising from the above minutes not covered by the agenda.
7. Report from Borough/County Councillor.
8. Public session: To receive questions and comments from the public on any agenda item.
9. To confirm eligibility to use the General Power of Competence.
10. Appointment and scope of the Internal Auditor.
11. To review the effectiveness of the system of Internal Controls: Councillors are asked to consider the Statement of Internal Control in support of the Annual Governance Statement.
12. Financial matters:
  - a) To approve the following financial documents:
    - i. To receive the end of year accounts
    - ii. To confirm that the Council can certify itself as exempt from the "limited assurance review" and complete the Certificate of Exemption
    - iii. To receive the report from the Internal Auditor
    - iv. To approve the Annual Governance Statement 2025/26, section 1 of the AGAR for the year ending 31 March 2026.
    - v. To consider the Accounting Statements 2025/26 and approve the Accounting Statements 2025/26, section 2 of the AGAR for the year ending 31 March 2026 and the supporting Bank Reconciliation as at 31<sup>st</sup> March 2026 and the explanation of significant variance from 2024-25 to 2025-26. To ensure the Accounting Statements 2025/26 are signed and dated by the person presiding at the meeting.
  - b) To note/authorise the following:
    - i. To note the Parish Council's financial position, Chair to initial bank statement.
    - ii. To authorise any payments
13. Review of the Council's and/or staff subscriptions to other bodies ie KALC/ACRK

14. Review of the Council's: Financial Regulations, Standing Orders, Asset and the Risk Assessment, and confirm arrangements for insurance cover in respect of all insured risks; complaints procedure; policies, procedures and practices in respect of its obligations under freedom of information; data protection legislation (*see also standing orders 11, 20 and 21*); policy for dealing with the press/media; employment policies and procedures and IT Policy
15. To consider any changes to the Risk Assessment.
16. Planning matters: to approve the responses to any recent planning applications.
17. Any Other Business (for information purposes only):
18. Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.

Tuesday 21 <sup>st</sup> July 2026	Tuesday 8 <sup>th</sup> September 2026
Tuesday 10 <sup>th</sup> November 2026	Tuesday 12 <sup>th</sup> January 2027
Tuesday 9 <sup>th</sup> March 2027	Tuesday 11 <sup>th</sup> May 2027

Members of the public and press are welcome to attend and will be given an opportunity to speak on any matter on the agenda.



Tracey Block  
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