

STOKE PARISH COUNCIL



50 Pepys Way, Strood, Rochester, Kent, ME2 3LL

Clerk: Mrs J Allen
Telephone: 01634 710086

Email: stokeparishcouncilkent@gmail.com
Website: www.stokeparishcouncil.org.uk

I hereby give notice of a VIRTUAL meeting of Stoke Parish Council to be held on Wednesday 3rd March 2021 at 7.00 pm, which all members are invited to attend.

Jenny Allen ~ Clerk
26/02/2021

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.	Minutes from the previous Parish Council Meeting - Appendix A a). To receive and approve the minutes from the Parish Council meeting held on Wednesday 3 rd February 2021.
5.	Matters arising from the Minutes not otherwise on the Agenda
6.	Planning Applications – Appendix B a). Applications. b). Decisions. c). Appeals and Other Matters.

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7.	Finance – Appendix C a). To agree financial performance against the budget for the month of February 2021. b). Update of account(s) for 2020/21 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. f). To appoint an Internal Auditor for the 2020/2021 Audit g). To arrange for an extraordinary meeting to discuss and approve the Parish Council's policies.
8.	Management of the Council's land and property – Appendix D a). Playparks i Allhallows Road Playpark ii Heron Way Playpark iii Upper Stoke Playpark. b). Notice board in Lower Stoke
9.	Highways & Transportation To receive and discuss any reports relating a). Footpaths. b). Lighting. c). Highways and verges. d). Pot holes. e). Fly tipping. f). School Warning Signs g). Light outside the Village Hall h). Hedge along Allhallows Road i). Convex mirror for Allhallows Road
10.	Communications a). Update on the Parish Council's new website and associated email addresses b). Parish Council owned tablets
11.	Lower Stoke Car Park Lease - Appendix E a). To discuss the ongoing situation with the proposed new lease for Medway Council's Lower Stoke Car Park.
12.	Christmas Celebrations a). To initiate a plan for the installation of a Christmas Tree and Christmas lights to be located in Lower Stoke Highstreet over the month of December 2021.
13.	Annual Meetings - Appendix F a). To discuss and set dates for the Annual Parish Council Meeting and the Annual Parish Meeting.

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14.	External Contractors To discuss and approve any new work requests or discuss any existing orders for either: a). J R Brickwork. b). Eastborough Landscapes. c). Colyn Property Services
15.	Village Voices Publication a). To review items that could be used to place an article in the next edition of the Village Voices Publication.
16.	Correspondence
17.	Reports and Circulars
18.	Date of next meeting
19.	Section 100A(4) To resolve that pursuant to Section 100A(4) of the Local Government act 1972 that the public be excluded from the following item because it is likely in view of the nature of the business to be transacted that if members of the public are present during this item, there would be disclosure to them of exempt information as defined in Part 1 of Schedule 12A of the act.
20.	Personnel - Appendix G a). NJC increment
21.	Close of meeting