

Boughton Monchelsea Parish Council

Date: 29th April 2026

The next meeting of the Parish Council will be held in the **main hall of Boughton Monchelsea village hall on Tuesday 5th May at 7.00 pm** when the following business is to be transacted.

AGENDA

No decisions will be taken by the Parish Council on any item not on this agenda.

1. Apologies
2. Elections :
 - 2.1 Chairman
 - 2.2 Vice-Chairman
3. Filming of meetings : Request for notification of whether any person intends to film, photograph or record any item
4. Open session for questions from members of the public
5. Declarations of Interest in Items on the Agenda / Declaration of Changes to the Register of Interests / Requests for Dispensations
6. Appointments :
 - 6.1 Planning & Licensing Committee : Chair, Vice Chair and members
 - 6.2 Finance Committee : Chair and members
 - 6.3 KALC Representatives : up to 2 voting Representatives
 - 6.4 Village Hall & Recreation Ground Committee Representative
 - 6.5 Allotment Representative
 - 6.6 Neighbourhood Watch Representative
 - 6.7 Police Liaison Representative
 - 6.8 Highways Representative
 - 6.9 Footpaths Co-ordinator
 - 6.10 Tree health and preservation Co-ordinator
 - 6.11 Litter group Co-ordinator
 - 6.12 Speedwatch Co-ordinator
 - 6.13 Biodiversity and Environment Lead
 - 6.14 Reservoir Co-ordinator
 - 6.15 Play area Representative
7. To decide whether the public and press should be excluded from the meeting for any item.
8. Police report
9. Reports from County and Borough Councillors on matters relating to the parish

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TO ATTEND**

10. Matters outstanding from minutes (3rd March 2026) not included in agenda
11. Minutes of the meeting held on 3rd March 2026 : Agreement of and signature by Chairman of the Council
12. Clerk's Report.
13. Finance
 - 13.1 Finance report : Agreement of payments and income since last meeting
 - 13.2 Note Annual internal audit report 2025/26
 - 13.3 Approval of Annual Governance Statement 2025/26
 - 13.4 Approval of Accounting Statements for 2025/26
 - 13.5 Approval of amended 26/27 budget
 - 13.6 Budget monitoring report
 - 13.7 Agree to continue banking with Unity Trust bank
 - 13.8 Agree closure of NS&I account (balance £316.92)
14. Planning Report.
14. Representatives Reports:
 - 14.1 KALC (Cllr Dawes)
 - 14.2 Allotments (Cllr Martin)
 - 14.3 Village Hall & Recreation Ground
 - 14.4 Neighbourhood Watch (Cllr Oladimeji)
 - 14.5 Police Liaison (Cllr Oladimeji)
 - 14.6 Biodiversity and Environment (Cllr Jessel)
15. Decision items :
 - 15.1 Parish Councillor application from Mr David Murray
 - 15.2 Agree grants to organisations for 26/27
 - 15.3 Annual Parish Meeting 19th May – agree final arrangements
 - 15.4 Parishioner of the Year – agree recipient for 2026
 - 15.5 Review and re-adoption of Parish Council policies and governing documents, including adoption of new grant awarding policy and press & media policy
 - 15.6 Review and agreement of contracts for services, memberships and subscriptions
 - 15.7 Review of allotment rent for Langley Park and Haste Hill Road allotment sites
 - 15.8 Chart Sutton Neighbourhood Plan consultation – discuss and agree response
 - 15.9 Parkwood Farm reservoir – agree appointment of new Supervising Engineer
16. Update / discussion items :
 - 16.1 Parkwood Farm reservoir – general update
17. Health & Safety Issues
18. Items for information only

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19. Date of Next Meeting: Scheduled for Tuesday 30th June 2026 at 7.00 pm in the main hall of the village hall.

Lesley Windless, Parish Clerk

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