

Boughton Monchelsea Parish Council

Date: 7th May 2025

The next meeting of the Parish Council will be held in the **committee room of Boughton Monchelsea village hall on Tuesday 13th 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. Filming of meetings : Request for notification of whether any person intends to film, photograph or record any item
3. Open session for questions from members of the public
4. Elections :
 - 4.1 Chairman
 - 4.2 Vice Chairman
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 : 2 voting Representatives
 - 6.4 Village Hall & Recreation Ground Committee Representative
 - 6.5 Allotment Representative
 - 6.6 Neighbourhood Watch Representative
 - 6.7 Communication co-ordinator/s
 - 6.8 Police Liaison Representative
 - 6.9 Highways Representative
 - 6.10 Footpaths Co-ordinator
 - 6.11 Tree health and preservation Co-ordinator
 - 6.12 Litter group Co-ordinator
 - 6.13 Conservation Area Management Co-ordinator
 - 6.14 Speedwatch Co-ordinator
 - 6.15 Biodiversity and Environment Lead
 - 6.16 Reservoir Co-ordinator
 - 6.17 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
10. Matters outstanding from minutes (4th March 2025) not included in agenda
11. Minutes of the meeting held on 4th March 2025 : Agreement of and signature by Chairman of the Council

**MEMBERS OF THE PUBLIC AND THE PRESS ARE WELCOME
TO ATTEND**

- 12. Clerk's Report.
- 13. Finance
 - 13.1 Finance report : Agreement of payments and income since last meeting
 - 13.2 Approval of Annual Governance Statement 2024/25
 - 13.3 Approval of Accounting Statements for 2024/25
 - 13.4 Agreement of appointment of internal auditor
 - 13.5 Budget monitoring report
- 14 Planning Report.
 - 14. Representatives Reports:
 - 14.1 KALC (Cllr Dawes)
 - 14.2 Allotments (Cllr Martin)
 - 14.3 Village Hall & Recreation Ground (Cllr Humphryes)
 - 14.4 Neighbourhood Watch (Cllr Oladimeji)
 - 14.5 Police Liaison (Cllr Dawes)
 - 14.6 Biodiversity and Environment (Cllr Jessel)
- 15. Decision items :
 - 15.1 Agree grants to organisations for 25/26
 - 15.2 Annual Parish Meeting 20th May – agree final arrangements
 - 15.3 Parishioner of the Year – agree recipient for 2025
 - 15.4 Review of Parish Council policies
 - 15.5 Review of contracts for services / memberships and subscriptions
 - 15.6 Review of allotment rent and lease agreement for Langley Park and Haste Hill Road allotment sites
- 16. Update / discussion items :
 - 16.1 Parkwood Farm reservoir – update
 - 16.2 Transport to medical facilities – update
 - 16.3 Woodland adventure walk - update
- 17. Health & Safety Issues
- 18. Items for information only
- 19. Date of Next Meeting: Scheduled for Tuesday 1st July 2025 at 7.00 pm in the main hall of the village hall.

Lesley Windless, Parish Clerk

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