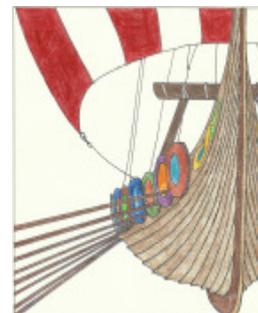


Cliffsend Parish Council

The Village Hall, Foads Lane, Cliffsend, CT12 5JH
Email: clerk@cliffsendpc.org Telephone: 07849 160192
www.cliffsendpc.org



Cliffsend Parish Council Annual General Meeting
Tuesday 16th May 2023

Sir or Madam,

You are hereby summoned to attend the Parish Council Annual General Meeting on Tuesday 16th May 2023 at 7.30pm, Village Hall, Foads Lane, Cliffsend for the purpose of considering and passing such Resolution or Resolutions as may be deemed necessary or desirable with respect to the matters mentioned in the agenda.

Please be aware that meetings of the Council are recorded. AV recordings are retained only until draft minutes are adopted as a true record.

Alison Willoughby-Browne
Clerk

Note - residents and members of the public are cordially invited as spectators. There is an opportunity for questions to be asked during the meeting (Public Questions). Alternatively, any questions can be submitted to the Clerk prior to the meeting; these will be addressed at the meeting and responded to as soon as possible.

Agenda

- | | |
|----------|---|
| 01/23-24 | <u>Welcome and apologies for absence (by existing Chairman)</u> |
| 02/23-24 | <u>Declarations of interest, election of Officers and confirmation of Working Group membership</u> |
| 03/23-24 | <u>Adoption of the minutes of 21st March 2023 as being a true record</u> |
| 04/23-24 | <u>Matters arising from the above minutes</u> |
| 05/23-24 | <u>Working Party & Councillor reports</u> <ul style="list-style-type: none">• County Cllr• District Cllr• PCSO/Community Warden• Meadow and Open Spaces• Planning and Highways• Youth |

06/23-24

Financial Matters

Annual Governance and Accountability Return (AGAR) 2022/23 Form 3

- i) Note Annual Internal Audit Report
- ii) To review the effectiveness of the system of Internal Control; Councillors are asked to complete and approve the Statement of Internal Control in support of the Annual Governance Statement (Section 1).
- iii) To approve Section 2 - Accounting Statements
- iv) To approve the Bank Reconciliation and Explanation of Variances
- v) Confirmation of the commencement date for the exercise of public rights.

Payment Schedule - to authorise items of expenditure since the last meeting
RESOLVED: that the following be approved for payment.

May Payments

Payee	Description	Invoice No	Method	VAT	Ex VAT	Total
Clerk	Southern Water Plans	1123863	Transfer	6.66	33.34	40.00
Harmer & Sons	Meadow Maintenance	21161	Transfer	20.00	100.00	120.00
Clerk	Defibrillator Pads	305	Transfer	21.20	113.95	135.15
Cliffsend Arts & Crafts	Hall Hire 3 rd April Holiday Club	-	Transfer	-	20.00	20.00
Village Hall	2023-24 Hire for PC Meetings	23501	Transfer	-	180.00	180.00
Village Hall	Hire – 29 th May Arts & Crafts	-	Transfer	-	20.00	20.00
Village Hall	Hire – Coronation Deposit	-	Transfer	-	100.00	100.00
Cllr Judith Fricker	Reimburse Easter Event	-	Transfer	-	80.89	80.89
Cllr Judith Fricker	Reimburse Easter Event	-	Transfer	-	60.45	60.45
Harmer & Sons	Meadow Maintenance	21308	Transfer	20.00	100.00	120.00
Clerk	Laptop	172844	Transfer	54.83	274.17	329.00
Clerk	Mobile phone	-	Transfer	-	10.00	10.00
Total for Month				122.69	1092.80	1215.49

07/23-24

Planning Applications

F/TH/23/0482 land adjacent 1 Mansfield Villas, Windsor Road (erection of 2 three-storey 4 bedroom semi-detached dwellings)

FH/TH/23/0459 3 Lavender Lane (part two, part one-storey outbuilding, pool)

08/23-24

Current Topics

Ongoing review of Council procedures

KALC membership

BAM Nuttall tree planting/KCC 'Call for Sites'

Councillor training

09/23-24

Clerk's Reports

The Clerk to report on any matters that may have arisen since the despatch of this agenda.

10/23-24

Correspondence Received

- Resident – Cllr Chris Barton memorial; to discuss
- TDC – 1,100 trees planted to tackle climate change
- Resident – thanks for Easter craft event
- KCC – 20mph speed limit post survey analysis; circulated and publicised
- Resident – Thanet Parkway planting/fly-tipping; to discuss
- Resident – information on TR32 pathway; advised that now dual purpose
- Resident – Parkway public engagement - questions put to team
- Minster Parish Councillor – 2050 Flooding Maps

11/23-24

Public Questions - no decisions made