

GRAVENEY with GOODNESTONE PARISH COUNCIL

To all councillors: you are hereby summoned to attend the ANNUAL MEETING OF THE PARISH COUNCIL TO BE HELD AT GRAVENEY VILLAGE HALL

On Monday 14th May 2018 at 7:30pm

Members of the public and press are invited to attend. Attendees may be filmed, recorded or otherwise reported about by anyone present. Unless advised otherwise, the council accepts no responsibility for data recorded in this way or its distribution. At the discretion of the Chair the meeting may be closed and then opened to the public for questions. Any items for full discussion will be placed on next month's agenda.

AGENDA

- 1. Apologies for absence**
- 2. Election of Chair and declaration of acceptance of office**
- 3. Election of Vice-Chair and declaration of acceptance of office**
- 4. Declarations of interests**
Cllrs are to declare any pecuniary or non-pecuniary interests in matters to be considered on this agenda.
- 5. To approve the minutes of the meeting held on 9th April 2018**
- 6. Matters arising (for information only)**
- 7. Crime Report**
- 8. Cleve Hill Solar Park**
Cllrs to receive an update and consider any necessary action, including any request for funding.
- 9. Review of policies**
 - a. Code of Conduct
 - b. Standing Orders
 - c. Financial Regulations
 - d. Complaints
 - e. Diversity and Equality
 - f. Freedom of Information
 - g. Risk Assessment
 - h. Data Protection
 - i. Other policies
- 10. Committees and election of representatives**
 - a. Committee and working party structure and terms of reference – cllrs to review and agree
 - b. KALC Swale Area Committee – cllrs to appoint representatives
- 11. Streetlighting**
Cllrs to receive an update and consider any action necessary.

12. Village sign

Cllrs to receive an update.

13. Swale Local Plan

Cllrs to consider a response to the consultation on the Swale Local Plan.

14. KALC membership

Cllrs to consider whether to renew membership of KALC at a cost of £178.90 plus VAT.

15. CPRE membership

Cllrs to consider whether to take up membership of CPRE at a cost of £36.

16. Correspondence

17. Finance

a. Financial statement and bank reconciliation

b. Internal Audit

i. Cllrs to receive the Internal Audit Report for 2017-18

ii. Cllrs to appoint the Internal Auditor for 2018-19

c. AGAR – end of year accounts 2017-18

i. Cllrs to review the Statement of Internal Control

ii. Cllrs to review the Annual Governance Statement

iii. Cllrs to approve the Accounting Statements for 2017-18

iv. Cllrs to review the Certificate of Exemption

d. Payments due:

i. Bex Ratchford – salary and office rental (for information only – paid by S/O)

ii. SSE – footway lighting (April) (for information only – paid by D/D) 45.03

iii. Streetlights – maintenance payment 1 of 4 138.58

iv. Bex Ratchford – extra hours and expenses tbc

v. KALC – training 72.00

vi. KALC – membership (tbc) 214.68

vii. KCC – road sign (replacement for cheque 531) 369.00

18. Planning

19. Report from Graveney & Goodnestone Trust

20. Reports from Parish Councillors

21. Reports from Borough and County Councillors (if present)

22. Any other business (for information only)

23. Staffing matters

Cllrs to receive a report on the staff appraisal and review the standing order for staff wages.

24. Close and date of next meeting



Bex Ratchford, Parish Clerk, 8th May 2018
clerkggpc@gmail.com