

MEETING OF THE COUNCIL

ANNUAL PARISH COUNCIL MEETING

Friday, 15 May, 2015

Village Hall, Valley Road, Fawkham, DA3 8NA, upon the  
rising of the Annual Parish Meeting

Dear Councillor,

You are hereby summoned to attend the meeting of the Fawkham Parish Council to be held in the Village Hall, Valley Road, Fawkham, DA3 8NA, on **Friday 15 May 2015** upon the rising of the Annual Parish Meeting, for the purpose of transacting the business mentioned below.

Dr. Glenn Back, Clerk to Fawkham Parish Council

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Item Subject  
No.

- 1 *The outgoing Chairman will preside over this item.*  
Election of Chairman for the Municipal Year 2015/16  
*The new Chairman will sign acceptance of that office.*
- 2 *From this item, the newly elected Chairman will preside.*  
Election of Vice-Chairman for the Municipal Year 2015/16  
*The Vice-Chairman will sign acceptance of that office.*
- 3 Acceptances of (election to) office  
*Councillors elected in the May 2015 election will sign their acceptances of office.*
- 4 Declarations of Disclosable Pecuniary Interests  
*The Clerk will distribute forms for the Councillors to complete within 28 days and return to the Monitoring Officer at SDC.*
- 5 Apologies for Absence
- 6 Declarations of Interest
- 7 Minutes of Previous Meetings  
*To approve the minutes of the meeting held on 16 April, 2015*
- 8 Committee and Sub-Committee Structures for 2015/16 (if any)
- 9 Appointment of Parish Council Representatives on "Outside Bodies"
  - (a) *Village Hall Management Committee (up to two representatives)*
  - (b) *Brands Hatch Liaison Group (one representative)*
  - (c) *Rural Age Concern, Darent Valley (entitled to nominate one representative)*
  - (d) *Sevenoaks Committee of Campaign to Protect Rural England (entitled to nominate one representative) – note that the parish council withdrew its membership in recent years, but does not need to be a member in order to have a representative on the Sevenoaks Committee*
- 10 Review of Standing Orders, Financial Regulations, Insurance Cover, Asset Register and Risk Register
- 11 Declarations under The Local Government (Electronic Communications) (England) Order 2015

- | Item No. | Subject   |
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| 12       | Calendar of Meetings for 2015/16 Municipal Year<br>Suggested dates are: 11 June , 23 July, No meeting in August, 24 September, 29 Oct, 26 Nov, 17 Dec, 21 Jan 2016, 25 Feb, 24 Mar, 21 Apr, 26 May (Annual Parish Council + Annual Parish)  |
| 13       | Co-option process to fill vacancies on Parish Council<br><i>To agree the process.</i>   |
| 14       | Renewal of the Parish Council's Insurance Policy  |
| 15       | New Councillor Induction Training, Kent Association of Local Councils, 2 June 2015<br><i>Confirmation of attendees</i>  |
| 16       | New Noticeboards – Update   |
| 17       | Car Park at Village Hall – Update   |
| 18       | Possible Installation of an AED at the Rising Sun public house - update   |
| 19       | Action Sheet<br><i>A report will be prepared.</i>   |
| 20       | General Correspondence Received Since Previous Meeting <ul style="list-style-type: none"> <li>(a) Annual General Meeting of Rural Age Concern, Darent Valley<br/><i>To note or send nominee.</i></li> <li>(b) Rising Sun Public House Charity Event, May 2015<br/><i>To note or take action.</i></li> <li>(c) Parish Charter, SDC<br/><i>To note or take action.</i></li> <li>(d) Community Infrastructure Levy, Call for Evidence, SDC<br/><i>To note or take action.</i></li> <li>(e) Invitation to Join Rural Kent<br/><i>To note or take action.</i></li> </ul> |
| 21       | Planning <ul style="list-style-type: none"> <li>(a) Planning applications subject to formal consultation with the Parish Council <ul style="list-style-type: none"> <li>• None currently</li> </ul> </li> <li>(b) Other planning applications and decisions <ul style="list-style-type: none"> <li>• None currently</li> </ul> </li> </ul>  |

Item Subject  
No.

22 Financial matters

(a) Treasurer's Account for 2015/16 (financial monitoring)  
*A report will be prepared.*

(b) Cheques to be signed

I. Parish Clerk Salary May 2015, £256.19 NET, Cheque Number 529

II. Employer costs, to HMRC, for May 2015, for 19 June 2015 payment deadline,  
£170.80, Cheque Number 530

£7.97 will be paid to E-ON on 20 May by direct debit.

23 Reports from the Chairman and Councillors

24 Date of Next Meeting  
Provisionally, June 11 2015.

For further information, including agenda reports, please visit:

<http://www.fawkhampc.kentparishes.gov.uk/>