

MERSHAM WITH SEVINGTON PARISH COUNCIL

Cllr Botfield
Cllr Fletcher
Cllr Hansen
Cllr Murphy
Cllr Oakley-Hills
Cllr Sawdon
Cllr Smithers
Cllr Stewart
Cllr Turley
Cllr Whitehead

The Briars
The Street
Hastingleigh
Ashford Kent
TN25 5HU

01233 750415

Cllr Bartlett
Cllr White

You are invited to the Annual Meeting of Mersham with Sevington Parish Council held in the Church Room, St John the Baptist Church, Mersham, on Monday 21st May 2018 to follow the Annual Parish Meeting.

AGENDA

1. Election of the Chairman and any Vice-Chairman for the Council year 2018-2019
 2. Completion of the Declaration of Acceptance of Office Form by the Chairman.
 3. To receive and approve apologies for absence.
 4. To receive declarations of interest (Disclosable Pecuniary Interests and Other Significant Interests). The nature as well as the existence of any such interest must be declared.
 5. To approve the minutes of the meeting held on 9th April 2018.
 6. To discuss matters arising from previous minutes that are not covered by the agenda.
 7. Public session: To receive questions and comments from the public on any agenda item.
 8. To receive reports from Borough Councillors.
 9. To receive reports from the Community Warden / PCSO
 10. Planning matters: to authorise a response to any application(s) and to note any recent planning decisions by Ashford Borough Council or any correspondence on planning matters.
- See Appendix A
11. Financial matters:
 - a) To approve the following financial documents:
 - i. To receive the report from the Internal Auditor
 - ii. To approve the Annual Governance Statement 2017/18 by Resolution
 - iii. To consider the Accounting Statements 2017/18
 - iv. To approve the Accounting Statements 2017/18 by resolution
 - v. To ensure the Accounting Statements 2017/18 are signed and dated by the person presiding at the meeting

- b) To note/authorise the following:
 - i. To note the Parish Council's financial position
 - ii. To authorise any payments

- 12. To review Financial Regulations, Standing Orders, Asset and the Risk Assessment, and confirm arrangements for insurance cover in respect of all insured risks
- 13. Review of the Council's and/or staff subscriptions to other bodies ie KALC
- 14. Review of the Council's complaints procedure;
- 15. Review of the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation (*see also standing orders 11, 20 and 21*);
- 16. Review of the Council's policy for dealing with the press/media;
- 17. To consider any changes to the Risk Assessment.
- 18. Any Other Business (for information purposes only):
- 19. Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.

Monday 18 June 2018

Monday 16 July 2018

Monday 17 September 2018

Monday 15 October 2018

Monday 19 November 2018

Monday 21 January 2019

Monday 18 February 2019

Monday 18 March 2019

Monday 15 April 2019

Monday 20 May 2019

Tracey Block

Clerk to Mersham with Sevington Parish Council

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