

# HEADCORN PARISH COUNCIL

The Parish Office, Headcorn Village Hall, Church Lane, Headcorn, TN27 9NR

Tel: 01622 892496 Email: clerk@headcornpc.org.uk



## Notice of meeting of the Parish Council

Dear Sir / Madam

I give you notice that the Meeting of the PARISH COUNCIL for Headcorn will be held at the Village Hall (Longmeadow) on **Wednesday 9<sup>th</sup> October 2019 at 7:30pm**

All members of the Council are summoned to attend to consider and resolve upon the business to be discussed. The agenda is set out below.

*C Carmichael (Parish Clerk)*

4<sup>th</sup> October 2019

Members of the Public and Press are encouraged to come to the meetings and there are opportunities to address the Council, at the beginning and end of the meeting.

### **BUSINESS TO BE TRANSACTED**

1.
  - (a) Apologies for absence received and confirmed by the Council.
  - (b) Enquiry whether anyone intends to film, photograph, or record during this meeting.
  - (c) Declaration of changes to the Register of Interests.
  - (d) Declarations of pecuniary or significant Interest regarding items on the agenda
  - (e) Requests for Dispensations.
  - (f) Declarations of Lobbying.
2. **Public Session** (Meeting adjourned – minute book closed)
3. To receive:-
  - (a) Community Warden Report.
  - (b) Information regarding police issues in the village, as available
4. To resolve that the minutes of the Council Meeting held on Wednesday 11<sup>th</sup> September 2019 be taken as read, confirmed as a correct record and signed by the Chairman.
5. Matters arising from previous minutes
6. Finance
  - (a) To agree Receipts and Payments and Bank Reconciliation.
  - (b) To receive the results of the limited assurance review by P K F Littlejohn for the year ended 31 March 2019
7. **Correspondence:-** To receive and action as required
8. To discuss application for temporary directional signs for Saxons Chase Grigg Lane Headcorn
9. To receive the minutes of the following committees for information and to raise any queries arising from them:-

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**Planning Committee** – September 11<sup>th</sup> & 23<sup>rd</sup>

**Open Spaces** – September 16<sup>th</sup>

10. To Receive Reports from the following Working Groups and action as required:-

**Neighbourhood Plan Group**

**Finance Group**

**Play Scheme Group**

**Special Events Group**

**Emergency Plan Group**

**Remembrance Day Parade Group**

**Communications Group**

**Speedwatch Group**

**Days Green Inspection**

**R&B Group**

11. To receive reports from any External Meetings attended by Councillors and agree any action required.
12. **Matters for information**, urgent matters at the discretion of the Chairman for noting only or any items for further discussion at following meeting

**Parishioners Questions** (Meeting adjourned – minute book closed)

Meeting Closed