

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 COUNCIL for Headcorn will be held on **Wednesday 12th August 2020 at 7:30pm**

This meeting will be held remotely under The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 into force to allow local authorities to conduct meetings remotely.

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

C Carmichael (Parish Clerk)

7th August 2020

Members of the Public and Press are encouraged to attend 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 8th July 2020 be taken as read, confirmed as a correct record and signed by the Chairman.
5. Matters arising from previous minutes
6. Finance
 - (a) To review and agree the following: -
 - i Schedule of Online Payments for August 2020
 - ii Income for month ended July 2020
 - iii Bank reconciliation for month ended July 2020
7. To consider names for road on the development at the site formerly known as Rosemead Nursery and agree action required

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8. To recruit additional member for the Staffing Committee
9. To consider resuming Face to Face Council meetings and agree actions required
10. To appoint Parish Council representatives to the Days Green Board of Trustees
11. To agree administrative support for Headcorn Parish Council Facebook Page
12. Discuss option for Remembrance Day Service and agree actions required
13. To discuss options for repairs at Days Green Childrens Play Area
14. **Correspondence:** - To receive and action as required
15. To receive the minutes of the following committees for information and to raise any queries arising from them: -

Planning Committee - July 20th , 2020
Open Spaces – July 13th , 2020
Staffing Committee July 27th , 2020
16. To Receive Reports from the following Working Groups and action as required: -

Finance Group
Emergency Plan Group
Remembrance Day Parade Group
Communications Group
Speedwatch Group
Days Green Inspection
14. To receive reports from any External Meetings attended by Councillors and agree any action required.
15. **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