

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 8th August 2018 at 8.00pm**

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)

3rd August 2018

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.
 - (a) Enquiry whether anyone intends to film, photograph, or record during this meeting.
 - (b) Declaration of changes to the Register of Interests.
 - (c) Declarations of pecuniary or significant Interest regarding items on the agenda
 - (d) 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 11th July 2018 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 review internal auditors report and agree actions required
7. To review existing insurance schedule and agree any additional cover that maybe required.
8. To review and adopt schedule of assets

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10. **Correspondence:** - To receive and action as required
11. To receive the minutes of the following committees for information and to raise any queries arising from them:-

Planning Committee – July 11th & 23rd
Open Spaces – July 16th
12. To Receive Reports from the following Working Groups and action as required:-

Neighbourhood Plan Group
Finance Group
Affordable Housing Group
Play Scheme Group
Special Events Group
Emergency Plan Group
Remembrance Day Parade Group
Communications Group
Speedwatch Group
Days Green Inspection
R&B Group
Highways Improvement Plan Group
13. **To receive reports from any External Meetings** attended by Councillors and agree any action required.
14. **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

Part 2 Exclusion of Public and Press –in accordance with Section 1(2) of the Public Bodies (Admission to meetings) Act 1960, the public and press are to be excluded from the meeting by the reason of the confidential nature of the items to be discussed.

1. To discuss advice on a proposal for an options agreement on land that is to be gifted to Headcorn Parish Council and agree action as required