



HORTON KIRBY AND SOUTH DARENTH PARISH COUNCIL
Parish Office, Village Hall, Horton Road, South Darenth DA4 9AX

28th May 2019

To all Members of the Parish Council

You are summoned to attend a meeting of the Parish Council to be held on Monday 3rd June 2019 in the Village Hall, South Darenth at 7.30 pm.

A G E N D A

1 APOLOGIES FOR ABSENCE

To receive apologies for absence.

2 DECLARATIONS OF INTERESTS

To receive any declarations of interests not already registered.

3 MINUTES

To confirm the Minutes of the last Parish Council meeting.

4 MATTERS ARISING

To discuss items arising from the Minutes of the last meeting (for information only unless specified in advance and included on this agenda)

5 POLICE MATTERS

To allow discussion PCSO (if present) and to receive Police reports (for information only unless otherwise included on this agenda) (if available). PCSO will endeavour to attend once every 3 months.

6 QUESTIONS FROM THE PUBLIC and CORRESPONDENCE

To allow 10 minutes for members of the public to raise any matters for consideration and future decisions as necessary and appropriate. Please note items raised will be referred to the relevant parish council meeting. The public raising items that are not the responsibility of the Parish Council will be informed of the relevant authority to direct their query to.

7 REPORTS OF DISTRICT COUNCILLORS

To receive items from the District Councillors (for information only unless specified in advance and included on this agenda)

8 REPORT OF COUNTY COUNCILLOR

To receive items from the County Councillor (for information only unless specified in advance and included on this agenda)

9 HALLS COMMITTEE

To receive the latest approved Minutes of the committee for information.

10 WESTMINSTER FIELD BRIDGE

To receive information regarding the ongoing investigations to ownership of the bridge.

11 HIGHWAY IMPROVEMENT PLAN

To receive information from KCC and discuss any areas of improvement to be included in the plan. Meeting with Highways Steward and managers is planned for 17th July 2019 at the Parish Office 2pm for available members to attend.

12 PROW SD151 IMPROVEMENT

To make arrangements to facilitate a meeting with DVLP, EA and KCC PROW team to move forward plans to improve the River Path from Station Road to Franks Lane using DVLP Funding.

13 FLYTIPPING AND ROAD SWEEPING

To receive complaint from resident and consider Parish Council's response to Sevenoaks District Council with responsibility.

14 RISK ASSESSMENT

To consider and review the Parish Council Risk Assessment document.

15 STATEMENT OF INTERNAL CONTROL

To consider and approve the Statement of Internal Control for the year ending 31st March 2019 and for the Chairman and Clerk to sign the statement of behalf of the Council.

16 ANNUAL RETURN 2018/19

To consider and approve the Annual Governance Statement for 2018/19 and for the Chairman and the Clerk to sign the statement on behalf of the Council. To consider and approve the Accounting Statements and supporting documents as provided by the Responsible Financial Officer who has, prior to the meeting signed Section 2 of the Annual Return for 2018/19. The Chairman is to sign the Statement on behalf of the Council.

17 BANK ACCOUNT SIGNATORIES

To resolve to add Cllr Ward as a bank account signatory and remove outgoing Cllr Wilson as signatory.

18 FINANCIAL MATTERS

Schedule Of Accounts

To receive the schedule of accounts, approve payments and authorise electronic payments to be made.

19 PLANNING

SE/19/01004/HOUSE
63 East Hill
South Darenth
DA4 9AW

Widen existing lowered kerb and erection of a hardstanding area.

20 HUMAN RESOURCES COMMITTEE TERMS OF REFERENCE

To discuss and approve terms of reference for HR Committee.

21 FUN DAY PLANNING

To discuss ideas for Fun Day 1st September and agree lead organisers.

22 VE 2020 CELEBRATIONS

To consider how the Parish Council might participate in this national celebration.

23 WEBSITE/SOCIAL MEDIA/NEWSLETTER ITEMS

To raise any items for communication.

24 DATE OF NEXT MEETING

1st July 2019.

25 CONFIDENTIAL ITEM

To consider staffing matter.



Heather Rohard
Clerk to the Council