

HORTON KIRBY AND SOUTH DARENTH PARISH COUNCIL

Parish Office, Village Hall, Horton Road, South Darenth DA4 9AX

8th May 2018

To all Members of the Parish Council

You are summoned to the **ANNUAL MEETING of the PARISH COUNCIL** to be held on **Monday 14th May 2018** in the **Village Hall**, 7.30pm

A G E N D A

1 ELECTION OF CHAIRMAN FOR 2018-19

A declaration of acceptance of office to be signed by the newly elected Chairman

2 APOLOGIES FOR ABSENCE

3 DECLARATIONS OF INTERESTS

Updated completed Disclosable and Non Disclosable Pecuniary Forms to be given to the Clerk.

4 ELECTION OF VICE-CHAIRMAN FOR 2018 -19

5 MINUTES

To confirm the Minutes of the last meeting held 9th April 2018

6 MATTERS ARISING

To discuss items arising from the Minutes of the last meeting (for information only unless otherwise included on this agenda).

7 MEMBERSHIP OF COMMITTEES, OTHER BODIES AND SPECIAL INTEREST ROLES: As follows for ratification

Village Hall Committee

Chairman and Vice Chairman

Cllrs T Moyle (Chairman), C Page, P Rushbrook (Vice Chairman) and D Mitchell

Representatives of hall users (non-voting members);

Mike Crook (Valley Players)

Recreation and Open Spaces Committee

Chairman and Vice Chairman

Cllr Stewart (Chairman) Cllrs R House, C Page, M Stead (Vice Chairman)

Mick Burroughs (South Darenth Football Club), Martin Mason (Allotments representative) (non-voting members)

Grants Committee

Chairman and Vice Chairman

Cllrs Page and Stead

DRIPS

Malcolm Dunn

Planning Inspectors

Cllrs House and Rushbrook

Police Liaison

Cllr House

Footpaths

Cllrs Moyle and Stead

HR & Complaints Group

Chairman and Vice Chairman

Cllr Page, Mitchell and Stewart

Anthony Roper Charity

Gill Tripp

KALC

Cllr House

Internal Auditor

David Buckett,

Any Councillor may visit the Parish Office to inspect systems and accounts.

Special Interest roles:

Youth: to promote issues relevant to young people - Cllr C Willson

Community: to promote good community relations with Parish Council and residents Cllr C Page

Business: to help the Parish thrive economically and free business support sessions – Cllr R House

Health and Wellbeing: promote KCC/SDC/NHS initiatives to promote health and wellbeing for residents – Cllr C Willson

Health and Safety: Cllr C Willson

Allotments: Cllr C Page, M Stead and J Stewart

Burial Grounds: Cllr Page and Stewart

8 CALENDAR OF MEETINGS 2018 -19

Parish Council meetings to be held on the first Monday of the month except when it falls on a Bank Holiday, then will be held the following week at 7.30pm. The Parish Council will be in recess during August.

The Village Hall Committee to meet bi-monthly (January, March, May, July, September, and November) on the third Tuesday of the month at 7.30pm

The Recreation and Open Spaces Committee to meet bi-monthly (February, April, June, August and October) on the fourth Monday of the Month at 7.30pm December meeting will be 18th December 2017

9 HALLS COMMITTEE

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

10 PLANNING

SE/18/01010/HOUSE

18 The Grange, South Darent

Demolition of fence.

Erection of a double storey side extension and single storey rear extension

SE/18/01206/HOUSE

85 New Road, South Darent

Single storey extension to rear

11 SAXON PLACE PARKING RESTRICTIONS

To consider requesting Double Yellow Lines be installed at resident's request to keep access road clear to homes numbered 22 -36 and 6 -16.

12 STATEMENT OF INTERNAL CONTROL

To consider and approve the Statement of Internal Control for the year ending 31st March 2018 and for the Chairman and Clerk to sign the statement of behalf of the Council.

13 ANNUAL RETURN 2017-18

To consider and approve the Annual Governance Statement for 2017/18 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 2017/18. The Chairman is to sign the Statement on behalf of the Council.

14 FINANCIAL MATTERS

Schedule Of Accounts

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

15 DATE OF NEXT MEETING

4th June 2018

Heather Rohard

Clerk to the Council