

Meopham Parish Council

St Johns Centre, Wrotham Road, Meopham, Kent, DA13 0AA - Tel: 01474 813779
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To all Members of Meopham Parish Council

You are hereby summoned to attend a meeting of the **Full Council of Meopham Parish Council** on **Tuesday 16th April 2024** at **7:00pm** to be held at **Judsons Pavilion, DA13 0HX**. Papers have been circulated for items marked with (*)

Yours faithfully

Shaun Fishenden

Shaun Fishenden PSLCC
Clerk and Responsible Financial Officer
Date of Issue: Wednesday 10th April 2024

AGENDA

1. **Apologies for Absence:** To receive and accept apologies
2. **Declarations of Members' Interests:** To receive declarations of pecuniary and non-pecuniary interests for this meeting
3. **Minutes of Previous Meeting:** To approve the minutes of the meeting held on 19.03.24 (*) *This item is to confirm the accuracy of the minutes and not to raise matters arising.*
4. **Public Session & External Reports**
 - 4.1 **Public Session**
 - 4.2 **Borough Councillors and County Councillor**
 - 4.3 **Police and Community Warden**
5. **Officer's Report:** To receive a report of items for information from the Clerk and Deputy Clerk
6. **Highways Improvement Plan:** To consider adopting the revised Highways Improvement Plan following KCC's responses as part of the annual review process (*)
7. **Parish Office – Efficiency Review:** To consider the quote received to commission an efficiency review of the Council from our HR providers; Council HR & Governance Support (*)
8. **Motions from Councillors**
 - 8.1 **Council Culture (Motion from Cllr Smith):** To receive and discuss any updates on improvements to council culture, handling of confidential information and duty of care towards employees
9. **Liaison Councillor Reports:** To receive liaison councillor reports for information only

10. **Decisions Tracker:** To note the progress tracker of council decisions (*)