

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 20th June 2023** at **7:00pm** to be held in the **Small Hall** at **Meopham Village Hall, DA13 0AT**. Papers have been circulated for items marked with (*)

Yours faithfully

Shaun Fishenden

Shaun Fishenden BA (Hons)
Clerk and Responsible Financial Officer
Date of Issue: Tuesday 13th June 2023

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. **To approve minutes of the previous Full Council meeting:** 16.05.23 (*)
4. **Councillor Vacancies:** To consider applications received and whether to co-opt any candidate deemed suitable. The Council currently has five vacancies (*) (to follow)
5. **Public Session & External Reports**
 - 5.1 **Public Session**
 - 5.2 **Borough Councillors and County Councillor**
 - 5.3 **Swale Community Leisure**
 - 5.4 **Police and Community Warden**
 - 5.5 **Co-op Member Pioneer**
6. **Clerk's Report:** To note the report from the Clerk (*)
7. **Financial Matters**
 - 7.1 **Approval of Payments:** To approve the payments made since the last meeting up to 12.06.23 (*)
 - 7.2 **Receipts & Payments Report:** To note the receipts and payments report up to 12.06.23 (*)
 - 7.3 **Bank Statements:** To receive the bank statements as of 12.06.23 (*)
 - 7.4 **Council Reserves:** To receive the reserves balance as of 12.06.23 (*)
8. **Environment and Amenities**
 - 8.1 **Edmund Green:** To consider the recommendations of the report regarding the management of the trees on Edmund Green (*) (to follow)
 - 8.2 **Coronation Garden:** To consider designs received from the Coronation Garden design competition and agree a budget for the garden's creation (*)
 - 8.3 **School Close Car Park – Streetlight Repairs:** To consider the quote received from our streetlights contractor for repairing the lights in School Close car park and the adjoining pathway (*)

- 8.4 **Fowlers Stone Green – Hedge Quotes:** To consider the quotes received for installing a hedge at Fowlers Stone Green (*)
 - 8.5 **Village Green Post Replacements:** To agree whether council wishes to continue with ad-hoc replacement or prepare a planned replacement programme for Village Green posts
 - 8.6 **Village Green Surveys:** To note the allocations to Councillors for completing Village Green surveys and to ask Cllrs to return completed surveys to the office by 11th July 2023 (*)
 - 8.7 **Pitfield Toilets – Electricity Quotes:** To consider the quotes received for electricity supply (*)
 - 8.8 **Southdown Shaw – Grass Cutting:** To consider quotes received for the rough grass cut for Southdown Shaw (*)
9. **Camer Parade – Highways Consultant Report:** To receive the independent report from the highways consultant commissioned by the Parish Council and consider its recommendations (*)
10. **Lower Thames Crossing:** To consider the draft 'Statement of Common Ground' produced by National Highways (*)
11. **Youth and Community**
- 11.1 **Remembrance Event:** To authorise the officers arranging a remembrance event on Sunday 12th November at 3pm, with a delegated budget of £350, and for them to convene a meeting of relevant parties to discuss arrangements (*)
 - 11.2 **Picnic on the Green:** To consider options for organising a Picnic on the Green event on Sunday 6th August 2023 (*)
 - 11.3 **Family Fun Days:** To consider the proposals from Swale Community Leisure for hosting Family Fun Days throughout the year (*) (to follow)
12. **Council Administration**
- 12.1 **St Johns Centre:** To note that Meopham PCC have declined to enter into discussions about the possibility of taking a long-term lease on St Johns Centre
 - 12.2 **Bulletin for New Councillors:** To consider the quote received for delivery of the one-off newsletter to advertise councillor spaces (*)
 - 12.3 **Meeting Recordings:** To consider terminating the policy of making official council recordings of meetings due to the office receiving frequent FOI requests for them
13. **Planning Application Received:** To consider making a comment on the following planning application (*):
- 23/01352/FUL – Lazzat, Gravesend Road, Sevenoaks, Kent, TN15 7JS**
Demolition of existing restaurant and outbuildings and removal of car park, erection of 2 dwellings
(Commenting as a neighbouring parish, this site sits within Ash-cum-Ridley)
14. **Items for Information:** To receive verbal reports from all councillors, for information only
15. **Progress Tracker:** To note the progress tracker of council decisions (*)