

# Meopham Parish Council

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## To all Members of Meopham Parish Council

You are hereby summoned to attend an extra-ordinary meeting of the **Full Council** of **Meopham Parish Council** on **Monday 29<sup>th</sup> July 2024** at **7:00pm** to be held at **John Hidden Room, St Johns Centre, Wrotham Road, DA13 0AA**. Papers have been circulated for items marked with (\*)

Yours faithfully

*Lisa Winter*

**Lisa Winter**

**Locum Proper Officer and Responsible Financial Officer**

**Date of Issue:** Tuesday 23rd July 2024

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## 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 02.07.2024. (\*) *This item is to confirm the accuracy of the minutes and not to raise matters arising.*
4. **2023-24 End-of-Year Financial Matters**
  - 4.1 **Annual Governance Statement (\*):** To approve the Annual Governance Statement for 2023-24, Section 1 of the AGAR for the year ending 31 March 2024
  - 4.2 **Accounting Statements, Bank Reconciliation and Variances (\*):** To approve the Accounting Statements for 2023-24, Section 2 of the AGAR for the year ending 31 March 2024 and the supporting Bank Reconciliation as at 31 March 2024 and the explanation of the significant variations from last year (2022-23) to this year (2023-24)
  - 4.3 **Exercise of Public Rights:** To note the proposed dates (Wednesday 31 July 2024 to Wednesday 11 September 2024) for the Exercise of Public Rights as selected by the Council's Responsible Finance Officer
5. **Street Lighting**
  - 5.1 **Column 36:** Following the inspection report, Members are asked to approve the column 36 replacement at a cost of £976 + UK Power Networks disconnection and power supply adjustment + VAT
  - 5.2 **Column 26:** Members are asked to note that Column 26 will need replacing next year with an approximate budget of £3000 + VAT.

6. **Harvel Village Pond:** To agree that Harvel Village Pond be added to the list of regular annual Green Inspections that take place in September and that going forward, a regular maintenance schedule and budget provision (from 25/26 fiscal year) should be put in place. Amount of provision to be agreed at the budget setting meetings to be held later in the year.