

Meopham Parish Council

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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 **Monday 14th August 2023** at **7:00pm** to be held at **Harvel Village Hall, DA13 0DS**. Papers have been circulated for items marked with (*)

Yours faithfully

Shaun Fishenden

Shaun Fishenden BA (Hons)
Clerk and Responsible Financial Officer
Date of Issue: Thursday 27th July 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:** 18.07.23 (*)
4. **Meopham Windmill Trust:** To consider the response received from the Charity Commission and to agree any actions arising from the advice (*)
5. **County Council Consultations**
 - 5.1 **Community Warden Consultation:** To consider how the Council wishes to respond (*)
 - 5.2 **Family Hub and Start for Life Consultation:** To consider how the Council wishes to respond (*)
6. **Strategic Plan – Vision Statement:** To consider the draft vision statement for the Parish Council (*)
7. **Planning Applications:** To agree responses to planning applications received (*)
8. **Planning Applications Working Group - Meeting Day:** To consider amending the day meetings are held, from Tuesday evenings to Wednesday evenings
9. **Personnel**
 - 9.1 **Personnel Committee - Minutes:** To note the minutes of the meeting held on 25.07.23 (*)
 - 9.2 **Overtime - Payment Request:** To consider authorising payment of sixteen hours of overtime worked by the Clerk
10. **Southdown Shaw Allotments:** To receive a report from the Clerk and agree any actions from this
11. **Judsons Pavilion:** To receive a report from the Clerk and agree any actions arising from this

12. **Hook Green – Trees:** To receive an update on a complaint received regarding trees on Hook Green and to agree works relating to this

CLOSED SESSION

Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, that due to the confidential nature of the next item, the public and press will be asked to leave the meeting

13. **Staffing Review - Recommendations:** To consider the recommendations from the Personnel Committee following the independent staffing review (*)
14. **Subject Access Request – Potential Complaint:** To note a potential complaint regarding a subject access request and to consider endorsing the Clerk's actions