

ASH-CUM-RIDLEY PARISH COUNCIL

The Parish Office, Ash Green Sports Centre, Ash Road, New Ash Green, Kent, DA3 8JZ

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10 May 2019

Dear Councillor

You are hereby summoned to attend the next meeting of the Ash-cum-Ridley parish Council which will be held at **7.45pm on Thursday 16 May 2019 at Ash Village Hall, The Street, Ash , TN157HB.**

Yours faithfully

Alison de Jager
Parish Clerk

AGENDA

1. ELECTION OF CHAIRMAN TO THE COUNCIL

To elect a chairman of the Council for the year 2019/20 and to receive their declaration of acceptance of office.

2. APOLOGIES FOR ABSENCE

3. ELECTION OF VICE-CHAIRMAN

To elect a Vice-Chairman of the Council for the year 2019/20 and to receive their declaration of acceptance of office.

4. DECLARATIONS OF INTEREST

- a. Declarations of Interest – Notification of Disclosable Pecuniary Interests and of Interest Other Than Pecuniary declarations of interest which have not already been entered in the Members' register of interests.
- b. Changes to Register of Interest – a reminder that any alterations or new interests must be registered with the Monitoring Officer within 28 days.

5. DISPENSATIONS

To consider any requests received from Members to grant a dispensation in order to participate in discussion and voting, as appropriate, on matters to be considered at this meeting where a Member has an interest in Appendices A or B of the Council's adopted Code of Conduct.

6. TO APPROVE THE MINUTES of the Parish Council meeting held on Thursday 18 April 2019 (Attached).

7. CASUAL VACANCY

To give consideration to filling the Casual Vacancy in the Hodsoll Street and Ridley Ward.

8. APPOINTMENT OF COMMITTEES, WORKING GROUPS AND REPRESENTATIVES ON OUTSIDE BODIES:

- a. To establish Committees for the year 2019/20 and to agree their Terms of Reference and delegated powers. Schedule reflecting the Committees and their Terms of Reference attached. **(APPENDIX A LIME)**
- b. To appoint the membership of the Committees. A schedule of the current membership is attached. **(APPENDIX B LILAC)**

- c. To approve appointment of representatives to outside bodies and joint management committees. Schedule reflecting appointments for 2018/19 is attached.

(APPENDIX C BLUE)

9. COMPLAINTS PROCEDURE

(APPENDIX D GREY)

- a. To confirm the Council's Complaints Procedure reviewed in May 2018. (attached).

10. FREEDOM OF INFORMATION

(APPENDIX E YELLOW)

- a. To carry out a review of the information available under the model publication scheme. (attached)

11. CALENDAR OF MEETINGS

(APPENDIX F NAVY)

- a. To note the dates and place of Parish Council and Planning meetings during the ensuing municipal year.

12. ANNUAL PARISH MEETING

(APPENDIX G ORANGE)

To note the notes of the Annual Parish Meeting held on Wednesday 10 April 2019.

13. PLANNING

(APPENDIX H GOLD)

- a. Applications Attached
- b. Decisions Attached
- c. Appeals None at time of Agenda
- d. Enforcements None at time of Agenda
- e. To note that the Planning Committee meeting scheduled for 02 May 2019 did not take place as there were no applications for consideration.

14. FINANCE

(APPENDIX I PINK)

- a. To note the current financial position and accompanying reports.
- b. To authorise the cheques signed since the last meeting.
- c. To note that the minutes of the Finance Committee held on 14 May 2019 will be distributed with the June Agenda.
- d. To note that the Internal Audit for the Parish Council and Sports Centre has been completed and the Annual Internal Audit Report from the Annual Governance Statement signed by the Internal Auditor.
- e. To consider and agree the Statement on Internal Control for the year ending 31 March 2019 to enable members of the Parish Council to complete Section 1 of the Annual Governance Statement, Statement of Assurance.
- f. To complete Section 1 - Annual Governance Statement of the Annual Governance and Accountability Return. (attached).
- g. To approve the accounts for the year ended 31 March 2019 for the Parish Council and Sports Centre (Balance Sheet), and Section 2 of the Annual Governance and Accountability Return.
- h. To confirm the dates selected for the period of exercise of public rights, Monday 17 June 2019 to Friday 26 July 2019.
- i. To authorise the Chairman's Allowance for the year 2019/20 in accordance with the **Local Government Act 1972, Section 15(5)**. (£250.00 for 2018/19)
- j. Assets – to confirm the assets of the Parish Council as per the attached.
- k. Insurance - to note that this is the third year of a three year agreement and the insurance for the Parish Council and Ash Green Sports Centre for 2019/20 has been paid in the amount of £788.98
- l. To give consideration to the renewal of the annual subscription to the Kent County Playing Fields Association in the amount of £20.00.
- m. To note that the New Ash Green Village Association has agreed to contribute £500.00 towards the Family fun days booked for 06 and 20 August 2019 on the

Minnis at a total cost of £2,000.00. (Authorised by the Chairman and the Chairman of the Finance Committee.)

15. SPORTS CENTRE

(APPENDIX J PURPLE)

- a. To note the minutes of the Sports Centre Management Committee meeting held on 07 May 2019

16. BARNFIELD PARK

- a. To note that the next meeting of the Liaison Group will be held on 01 July 2019.

17. NORTHFIELD

(APPENDIX K GREEN)

- a. To note the minutes of the meeting of the Northfield Management Committee held on 29 April 2019.

18. BURIAL GROUND

- a. To note that the minutes of the Burial Ground Committee meeting held on 15 May 2019 will be circulated with the June Agenda.

19. YOUTH

- a. West Kent Communities – to note that a refurbished pool table has been delivered to the Youth Centre.
- b. 8 – 12's Steering Group –

20. HIGHWAYS

- a. Sign to Ash Church.

SUSPENSION OF MEETING TO ALLOW FOR THE COUNTY AND DISTRICT COUNCILLORS' REPORTS

21. FOOTPATHS

22. TRANSPORT

23. ASH, HODSOLL STREET AND RIDLEY

- a. Ash –
- b. Hodsoll Street –
- c. Ridley –
- d. New Ash Green Village Day –

24. THE BULLETIN, PARISH WEBSITE AND OUTDOOR THEATRE

- a. Bulletin:
- b. Website:
- c. Outdoor Theatre - Tickets for the Rude Mechanical Theatre Company's production of 'Oberon's Cure' are available from 01323 501260 or through www.therudemechanicaltheatre.co.uk. Event to be held on Sunday 03 June 2018.

25. NEW ASH GREEN FOCUS GROUP AND POLICE

- a. To note that the next meeting of the Focus Group will be held on 15 July 2019.

26. THURSDAY LUNCH PROVISION

27. KENT ASSOCIATION OF LOCAL COUNCILS

28. REPORTS, CIRCULARS AND CORRESPONDENCE. (All publications available from the Clerk)

- a. Sevenoaks District Council Weekly Planning Lists
- b. Sevenoaks District Council Press releases to date
- c. Clerks and Councils Direct – May 2019
- d. The Clerk – May 2019
- e. Kent Voice – Spring-Summer 2019
- f. Countryside Voice – Spring 2019

RISK ASSESSMENTS: *Copies of the risk assessment visual check sheets for the Burial Ground and Hodsoll Street Playing field are available from the Parish Office.*