

**ASH-CUM-RIDLEY PARISH COUNCIL**

The Parish Office, Ash Green Sports Centre, Ash Road, New Ash Green, Kent, DA3 8JZ  
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12 May 2022

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 19 May 2022 at New Ash Green Village Association offices, Centre Road, New Ash Green, DA3 8HH.**

Yours faithfully

*A de Jager*

Alison de Jager  
Parish Clerk

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**AGENDA****1. ELECTION OF CHAIRMAN TO THE COUNCIL**

To elect a chairman of the Council for the municipal year 2022/23 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 municipal year 2022/23 and to receive their declaration of acceptance of office.

**ADJOURNMENT**

*The meeting will be adjourned for the presentation of the 2022 Kent Association of Local Council's Community Award to Mrs Patricia Kirtley.*

**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 21 April 2022 (Attached).**7. APPOINTMENT OF COMMITTEES, WORKING GROUPS AND REPRESENTATIVES ON OUTSIDE BODIES:**

- a. To establish Committees for the year 2022/23 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 2021/22 is attached. **(APPENDIX C BLUE)**

## **8. COMPLAINTS PROCEDURE (APPENDIX D GREY)**

- a. To confirm the Council's Complaints Procedure reviewed in May 2020. (attached).

## **9. PUBLICATION SCHEME, FREEDOM OF INFORMATION AND DATA PROTECTION. (APPENDIX E YELLOW)**

- a. To confirm the Council's Publication Scheme and procedures for handling requests under the Freedom of Information Act 2000 and the Data Protection Act 2018. (attached)

## **10. CALENDAR OF MEETINGS (APPENDIX F NAVY)**

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

## **11. ANNUAL PARISH MEETING (APPENDIX G ORANGE)**

To note the notes of the Annual Parish Meeting held on Wednesday 04 May 2022.

## **12. 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 the minutes of the Planning Committee meeting held on 02 May 2022.
- f. Sevenoaks District Town Centres Strategy - To give consideration to responding to the document emailed to members on 09 May 2022.
- g. Assets of Community Value – to give consideration to the attached report from Cllr S Fishenden.

## **13. 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 12 May 2022 will be distributed with the June Agenda.
- d. To confirm the assets of the Parish Council.
- e. 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.
- f. To consider and agree the Statement on Internal Control for the year ending 31 March 2022 to enable members of the Parish Council to complete Section 1 of the Annual Governance Statement, Statement of Assurance.
- g. To complete Section 1 - Annual Governance Statement of the Annual Governance and Accountability Return. (attached).
- h. To approve the accounts for the year ended 31 March 2022 for the Parish Council and Sports Centre (Balance Sheet), and Section 2 of the Annual Governance and Accountability Return.

- i. To confirm the dates selected for the period of exercise of public rights, Monday 13 June 2022 to Friday 22 July 2022.
- j. To authorise the Chairman's Allowance for the year 2022/23 in accordance with the **Local Government Act 1972, Section 15(5)**. (£350.00 for 2021/22)
- k. Insurance - to note that this is the second year of a three-year agreement and the insurance for the Parish Council and Ash Green Sports Centre for 2022/23 has been paid in the amount of £789.91
- l. To give consideration to the recommendation from the Youth Committee to provide activities at Ash Green Sports Centre for all ages of young people in place of two family fun days as the previous providers no longer have capacity to provide external fun days. (previous budget £2,000.00 in 2019)
- m. To give consideration to a request for funding from Ash Church.

#### 14. SPORTS CENTRE

- a. To note that the next Sports Centre Management Committee meeting will be held on 07 June 2022.

#### 15. BARNFIELD PARK

- a. To note that the next meeting of the Liaison Group will be arranged in June/July 2022.

#### 16. NORTHFIELD

- a. To that the next meeting of the Northfield Management Committee will be held on 01 June 2022.

#### 17. BURIAL GROUND

- a. To note that the next Burial Ground Committee meeting will be held on 16 June 2022.

#### 18. YOUTH

**(APPENDIX J PURPLE)**

- a. To note the minutes of the Youth Committee meeting held on 03 May 2022.

#### 19. NEW ASH GREEN VILLAGE ASSOCIATION

- a. To note that the meeting scheduled for 11 May 2022 has been rescheduled to 17 June 2022.

#### 20. HIGHWAYS

### SUSPENSION OF MEETING TO ALLOW FOR THE VILLAGE ASSOCIATION REPRESENTATIVE, COUNTY AND DISTRICT COUNCILLORS' REPORTS

#### 21. FOOTPATHS

#### 22. TRANSPORT

#### 23. ASH, HODSOLL STREET AND RIDLEY

- a. Ash –
- b. Hodsoll Street –
- c. Ridley –

#### 24. THE BULLETIN, PARISH WEBSITE AND OUTDOOR THEATRE

- a. Bulletin:
- b. Website:

#### 25. NEW ASH GREEN FOCUS GROUP AND POLICE

**(APPENDIX K RED)**

- a. To note that the next meeting of the Focus Group will be held on 04 July 2022.

- b. CCTV Network Progress Review – to receive the attached report from Cllr S Fishenden

**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 2022
- d. The Clerk – May 2022

**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.*