Wainscott Upnor FRINDSBURY EXTRA PARISH COUNCIL

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53 Capelands New Ash Green Longfield Kent DA3 8LQ

tel: 01474 874343 - mobile: 07956 677731 e-mail: clerk@frindsburyextra-pc.gov.uk www.frindsburyextra-pc.gov.uk

C/05/23/1-35

TO THE MEMBERS OF THE COUNCIL

NOTICE is hereby given that the Annual Parish Council Meeting will be held at the Memorial Hall, Holly Road, Wainscott on Monday 22 May 2023 at 7:30 pm, which meeting Members are hereby summoned to attend.

ALL COUNCILLORS PLEASE ARRIVE AT 7PM TO SIGN ACCEPTANCE OF OFFICE, CONTACT SHEETS AND DECLARATION OF INTEREST FORMS

AGENDA

1		Election of Chairman
2		To receive the Chairman's Declaration of Acceptance of Office or, if the
		Chairman is not present, to resolve that such Declaration be made at or
		before the next Ordinary Meeting of the Council
3		Election of Vice-Chairman
4		To receive the Vice-Chairman's Declaration of Acceptance of Office or, if
		the Chairman is not present, to resolve that such Declaration be made at
		or before the next Ordinary Meeting of the Council
5		Apologies
6		Declarations of Interest
7		To appoint Committees
	a	Planning Committee
	b	Finance Committee
	С	Personnel Committee
8		To appoint other Council groups
	а	Wainscott Fields Working Group
	b	Neighbourhood Plan Steering Group
9		To appoint representatives to outside bodies:
	а	Rural Liaison Committee (1)
	b	KALC Medway Area Committee (2)
	С	Police Liaison Committee (1)
	d	Memorial Hall Management Committee (1)
10		To appoint to other posts
	а	Footpaths Officers – currently Cllr Mrs Anne Roscow and Mr Dennis
		Weatherby
	b	Tree Wardens - currently Mrs Marilyn Campbell, Mrs Lindsay Hargreaves and
		Mrs Karen Seymour
11		To appoint to other Responsibilities
	a	Park Rangers – currently Cllrs John Williams, Gary Etheridge, Chris Sparks, vacancy
	b	Magazine Liaison – currently Cllr Gary Etheridge
	c	Neighbourhood Watch – currently Cllr Ope Onimole
	d	Social Media Liaison – currently Cllr Vanessa Roach
	e	Environmental Liaison - vacancy
		•

	f	Schools Ligican, vacancy			
12	ı	Schools Liaison - vacancy Any other business of an urgent nature to be taken at the and of the meeting			
		Any other business of an urgent nature to be taken at the end of the meeting			
13		Minutes of the Meeting of the Council held on 25 April 2023 – attached			
14		Matters arising from the Minutes not otherwise on the Agenda			
15		Footpaths	4.5		
	а	Representative's report	AR		
16		Planning – Appendix A			
	a	Applications			
	b	Decisions			
	С	Appeals and Other Matters			
	i	Upnor House Boat			
	d	Neighborhood Plan			
17		Finance – Appendix B			
	a	Bank Balances			
	b	Paid since last meeting			
	С	Accounts for payments			
	d	Reserves			
	е	To adopt accounts 2022/23			
	f	Internal Audit Report			
	g	To agree and sign the Audit Return governance statement 2022/23			
	h	To agree and sign the Audit Return statement of accounts 2022/23			
	i	Chairman's allowance (budget figure £500)			
18		Grant Applications			
19		Management of the Council's land and property			
	а	Recreation Ground/Hall Garden/Playpark			
	i	General Matters			
	ii	MHS Tree 39 Hollywood Lane	CS		
	iii	Play Equipment 35 Hughes Drive	CS		
	b	Wainscott Fields Open Space/Playpark	CS		
	С	Wainscott Fields Working Group			
	d	Schooner Walk Open Space/Playpark			
	e	Coomber Green Open Space/Playpark			
	f	Allotments			
	i	General Matters			
	i ii	New Allotment Site			
	g h	Lower Upnor Green Woodlands			
	i :	Noticeboards			
20	j	Defibrillators			
20		Upnor			
	a	General matters			
	b	River Wain			
	С	Arethusa Site			
21		Frindsbury Extra Memorial Hall			
22		Highways & Transport			
23		Lighting			
24		Rural Liaison Committee			
	а	Representative's report	AM		
25		KALC/MAC			
	а	Representatives' report	GM,VR		
26		Police Matters			
	а	Police Liaison Committee representative's report	JW		
	b	Neighbourhood Watch	00		

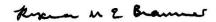
27		Communications	
	а	Website	EJ
	b	Magazine	GE
	С	Social Media	EJ,VR
28		Consultation	
29		Correspondence	
	а	Memorial Bench Coomber Green	
30		Dates of Meetings 2023/24	
	а	December Meeting 4 th Tuesday is Boxing Day, suggested date Tuesday 19th	
	b	Annual Parish Meeting 2024	
	С	Annual Parish Council Meeting 28 May 2024	
		All other full Parish Council meetings will be on the fourth Tuesday of every	
		month, except August when no meeting is held.	
31		Reports and Circulars	

SUSPENSION OF MEETING FOR MEDWAY COUNCILLORS' REPORTS

CONFIDENTIAL SECTION

32		Resolution to exclude the Press and Public
33		Insurance Claims
34		Personnel matters
	а	Volunteer Policies/Health & Safety
35	b	Assistant to current Assistant Clerk Legal matters
	а	Lower Upnor Village Green status

The next meeting will be held on Tuesday 27^{th} June 2023 at 7.30 pm



Roxana Brammer Parish Clerk

12 May 2023