



Rusthall

Parish Council

**LOCAL GOVERNMENT ACT (1972)
NOTICE IS HEREBY GIVEN THAT:**

**The Annual Statutory Meeting of the Parish Council will be held in The Rackliff Centre
on Monday 13th May 2019 at 7.30pm**

Susan J Denne
Clerk to Rusthall Parish Council
7th May 2018

AGENDA

Election of Chairman and of Vice Chairman

Signing of Declaration of Acceptance of Office

No decisions will be taken by the Parish Council on any item not on this Agenda

- 1. Enquire whether anyone present intends to film, photograph and/or record the meeting**
- 2. To welcome new members on to the Parish Council**
- 3. To receive and approve apologies for absence:**
- 4. Declarations of Personal and Prejudicial Interests.**
- 5. Declarations of Lobbying.**
- 6. Minutes**
 5. To resolve that the minutes of the Council Meeting held on 8th April 2019 be taken as read, confirmed as a correct record and signed by the Chairman.
 - 5.1 Matters outstanding from these minutes (not listed as separate agenda items)
 - 6.2 Matters outstanding from previous minutes
- 7. Rusthall Life – Mr Edward Langridge**
- 8. Session for County and Borough Councillors on matters concerning the Parish.**
- 9. Committee Reports:** Planning Committee 8th & 29th April 2019, draft minutes have been circulated.
- 10. Appointment of Committee Members – Finance, Highways, Allotments, Planning, HWCAAG, Commons Conservators and Pond Warden.**
- 11. KALC representative – to confirm that the Chairman is to be the KALC representative and the Vice Chairman deputy,**
- 12. SLCC – To agree to SLCC subs**

- 13. Grants/ Donations** – To consider any applications received.
- 14. Assistant Clerk** - Discuss
- 15. Date for July Litter pick**
- 16. Hanging Baskets** –update
- 17. Update Policies** – **i.** Financial Regulations, **ii.** Model Standing Orders
- 18. To Review Assets Register**
- 19. Guidance on local government investments** – To agree to policy
- 20. To review the effectiveness of the system of Internal Control.** Councillors are asked to consider the attached Statement of Internal Control in support of the Annual Governance Statement. The Chair of the meeting and the Clerk to sign
- 21. To approve the Annual Governance Statement for 2018-19,** Section 1 of the Annual Return for the year ending 31 March 2019. The Chair of the meeting and the Clerk to sign.
- 22. To approve the Accounting Statements for 2018-19,** Section 2 of the Annual Return for the year ending 31 March 2019 and the supporting Bank Reconciliation as at 31 March 2019 and if necessary the explanation of the significant variations from last year (2017-18) to this year (2018-19) and the explanation of any difference between Box 7 and Box 8 on Section 2 to be sent to the External Auditor. The Chair of the meeting to sign.
- 23. To agree dates of inspection period for accounts.**
- 24. Chair's Report**
- 25. Clerk's Report** -
- 26. Diary Dates**
- 27. Accounts for Payment** – to authorise the payment of invoices as listed (to follow)
- 28. Open session for questions from the public:** *Constitutionally and in accordance with certain implications of the Local Government Code of Conduct, there can be no discussion of these items at this stage. Any issue would have been addressed elsewhere in the agenda or if not already so listed, be referred to at a future meeting of the Parish Council.*
- 29. Items for Information**

Date of Next Meeting –11th June 2018