



UPCHURCH PARISH COUNCIL

Clerk to the Council:

Mrs W Licence

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To All Members of the Council, Press and Public

Members are hereby summoned and notice is given that the **Annual Parish Council Meeting** will be held in **Upchurch Village Hall** and will be followed by the monthly meeting of the Upchurch Parish Council on **Thursday 5th May 2022 at 7.30pm** when it is proposed to transact the following business:

ANNUAL PARISH COUNCIL MEETING

1. Apologies for absence

2. Election of Chairman

To elect a Chairman and receive their declaration of acceptance of office

3. Election of Vice-Chairman

To elect a Vice-Chairman and receive their declaration of acceptance of office

4. Election of Representatives to outside bodies

- a) Village Hall Representative
- b) KALC
- c) Police Liaison Officer
- d) Highways

5. Allocation of Responsibilities – For the following:

- a) Paddock and Recreation Ground
- b) Allotments
- c) Burial Ground and Churchyard
- d) Internal Financial Controls (Internal Auditor)

6. To appoint Committees, Committee Chairmen and Vice Chairmen

- a) Planning Committee
- b) HR Committee
- c) General Purposes Committee
- d) Finance Committee

7. Confirmation of Responsible Financial Officer (RFO)

8. The General Power of Competence

To resolve that Upchurch Council, having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, adopts the General Power of Competence until the next relevant Annual Meeting of the Parish Council.

MAY MONTHLY MEETING

1. Apologies for absence

To receive and accept apologies for absence.

2. Declarations of interest

Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Upchurch Parish Council Code of Conduct for Members and by the Localism Act 2011.

3. Minutes of the meeting on 7th April 2022

To consider the minutes of the meeting and if in order sign as a true record

Public Time – This is a concessionary short session and will be limited to thirty minutes.

4. Correspondence

5. Planning

To receive the minutes of the Meeting held on 20th April 2022 and receive an update on planning matters

6. General Purposes Committee

i) To receive the minutes of the Meeting held on 20th April 2022 and receive an update on planning matters

ii) Woodland Trail- to receive an update

7. Allotments

To receive an update

8. Finance

i) To receive finance report

ii) Cheques for approval and signature

iii) To consider grant request from Swale Citizens Advice Bureau

9. Paddock and Recreation Ground

i) To receive an update

ii) To consider quotations for Jubilee oak tree sign

10. Burial Ground and Churchyard

To receive an update

11. Highways and Street Lighting

To receive an update

12. Footpaths

To receive an update

13. Environment

i) To receive an update

ii) To consider quotations for litter bin

14. Reports from representatives

i) Village Hall Representative

ii) KALC

iii) Police Liaison Officer

15. The Queen's Platinum Jubilee Celebrations 2022

16. Matters arising - not already covered in this meeting

17. Date of next meeting Thursday 9th June 2022 at 7.30pm

W Licence

Wendy Licence (Mrs)

Clerk to the Parish Council

Dated this 29th day of April 2022

Legislation allows for meetings to be recorded. Persons intending to record or who have concerns about being recorded should please speak to the Clerk.