

# SELLING PARISH COUNCIL

**NOTICE OF THE ORDINARY PARISH COUNCIL MEETING, THAT WILL BE HELD ON THURSDAY 21st April 2022 at 19:00 at Selling Village Hall.** All members of the Council are hereby summoned to attend for the purpose of considering and resolving the business to be transacted at the meeting as set out in the agenda.

**Members of the public and press are invited to attend the meeting.** *Under the Openness of Local Government Bodies Regulations 2014, attendees may be filmed, recorded or otherwise reported about by anyone present. Unless advised otherwise, the council accepts no responsibility for data recorded in this way or its distribution.*

## AGENDA

- 04.22.01 Welcome and apologies for absence**  
To receive and approve apologies and reasons for absence.
- 04.22.02 Declarations of Interests and Dispensations**  
To hear declarations of interest relating to items in this agenda.
- 04.22.03 Items to be taken in private session**  
To determine which items, if any, of the agenda should be taken with the public excluded. Exclusion of the Press and the Public: To resolve that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the meeting.
- 04.22.04 Confirmation of the Minutes of the Ordinary Parish Council Meeting**  
To approve the Minutes of the Ordinary Parish Council meeting held on 17<sup>th</sup> March, 2022.
- 04.22.05 Clerk's Report**  
To receive a report from the Clerk outlining actions taken following the last meeting.
- 04.22.06 Open Forum**  
To invite reports from the Ward/County Councillors, if in attendance. To ask the public if they wish to speak on any matter. Members of the public will be given up to 10 minutes to talk to the councillors, the item may be added to the agenda for the next meeting if members of the council agree subject to Standing Order 3(e).
- 04.22.07 Financial matters**
- a) Bank Account Balances and Reconciliation**
- i) To approve and sign the bank account balances and reconciliations for February and March, 2022.
  - ii) To approve the annual bank account balances and reconciliation.
- b) Cheques to be signed**  
To sign cheques for items approved for payment at the March '22 meeting:
- i) Clerk's expenses for February '22 £102.10
  - ii) Selling Village Hall (Outreach PO) £150.00
  - iii) ICO (Data Protection Fee) £40.00
- c) Accounts for Payment**
- i) Clerk's back pay already agreed and expenses for March, 22 £323.25

- ii) VisionICT replacement cheque for 1410 £21.60
- iii) Sue Henderson for Platinum Jubilee seeds £161.71
- iv) UKPN for the removal of the concrete light £1,197.60
- v) Zurich insurance (awaiting a revised price)
- vi) KALC and NALC membership £389.26
- vii) Selling Village Hall for Outreach PO £165.00

**d) Annual Incremental pay increase for the Clerk in line with the terms of contract under the National Joint Council for Local Government Services (NJC)**

To resolve to pay the clerk the annual incremental pay increase from SP21 to SPC 22 which is automatically applied unless the Clerk's performance is deemed to be unsatisfactory. The hourly rate will increase by 28p.

**e) Certificate of Exemption**

To resolve to confirm the statements and sign the 'Certificate of Exemption' to be submitted to the external auditor.

**f) New Energy Contract**

- i) To resolve to enter into a contract with SSE Energy.
- ii) If a contract is agreed, to resolve the term; 12 months, 24 months, 36 months.

**04.22.08**

**Planning Applications**

To consider planning policies, applications and appeals received and resolve to submit comments where appropriate. *Please note that any applications received following the issue of this agenda will be considered.*

**22/501091/FULL** 1 Sutton Cottages. Erection of a 2-storey side extension

**22/501098/FULL** Trafalgar House Vicarage Lane. Replacement of storage tank

**22/501681/FULL** The Coppers, replacement of fence from open post to closed

**04.22.09**

**Matters concerning Highways and or the Highways Improvement Plan**

- i) To receive an update on flooded roads.
- ii) To receive the results from the traffic consultation.
- iii) To resolve the matter of the Traffic Regulation Order.
- viii) To resolve the matter of a Community Speedwatch Scheme.
- ix) To resolve whether to pursue a request for the parish council to be consulted on road closures in Selling.
- x) To resolve next steps to have the advertising vehicles that are sited on both road and pavement on the bridge over the M2, removed.

**04.22.10**

**Annual Parish Meeting**

To resolve the content and the running order of the meeting.

**04.22.11**

**Village emergency planning**

To receive a report from Cllr Bowles and to resolve next steps.

**04.22.12**

**To commemorate the Queen's Platinum Jubilee**

- i) To receive an update about the seed packs to be distributed to all households in the parish.
- ii) To resolve the application for a grant from the Village Hall Committee for a clock with a plaque.

- iii) To resolve the application for a grant for the hire of a van for Selling Church and Selling School's fete.

**04.22.13 Defibrillators**

- i) To receive an update on the installation of the defibrillator at The Sondes.
- ii) To resolve to adopt the defibrillator policy and maintenance procedures as outlined in Cllr Hobson's supporting paper.
- iii) To resolve a formal legal and binding contract that lays down all the requirements the parish council would need to establish, agree upon and publish regarding the matter of responsibility for the maintenance and management of the defibrillators.

**04.22.14 Matters raised for information purposes only from portfolio holders and adopted-schemes.** Any matters raised to be advised by a written report circulated prior to the meeting or as a verbal report.

- i) **Highways**
- ii) **Law and Order**
- iii) **Perry Wood**
- iv) **Public Rights of Way**
- v) **Mid-Kent Downs**
- vi) **Village Hall Committee**
- vii) **KALC/SAC**
- viii) **Church Building Trust**
- ix) **Selling School**

**04.22.15 Correspondence**

To discuss any circulated matters.

**04.22.16 Items to be placed on the next Agenda**

Any items to be emailed to: [clerk@sellingparishcouncil.gov.uk](mailto:clerk@sellingparishcouncil.gov.uk) no later than Tuesday, 10<sup>th</sup> May, 2022.

**03.22.17 The date of the next Ordinary Parish Council meeting will be 19<sup>th</sup> May, 2022.**

**Supporting docs:**

Draft Minutes of the March 2022 meeting  
Bank reconciliation for February, 2022  
Bank reconciliation for March, 2022  
Annual bank reconciliation 2021-22  
Clerk's back pay and expenses for March 22  
Invoice for VisionICT  
Receipts from Cllr Henderson  
UKPN invoice  
Zurich Insurance invoice  
KALC/NALC membership invoice  
Selling Village Hall invoice  
Certificate of Exemption

New energy contract options from SSE Energy  
Grant application for the hire of a van  
Traffic consultation report to be circulated by Cllr Hobson  
Paper on village emergency planning to be circulated by Cllr Bowles  
Grant application for the clock and plaque to be circulated by Cllr Henderson  
Defibrillator policy and maintenance document to be circulated by Cllr Hobson

Wendy Gregory – 13.04.22