

SELLING PARISH COUNCIL

**To all councillors: you are hereby summoned to attend the
ANNUAL MEETING OF THE PARISH COUNCIL TO BE HELD AT
SELLING VILLAGE HALL
on Thursday 21st May 2026 at 7:00pm**

Members of the public and press are invited to attend. 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. At the discretion of the Chair the meeting may be closed and then opened to the public for questions. Any items for full discussion will be placed on next month's agenda.

AGENDA

- 1. Election of Chair and declaration of acceptance of office**
- 2. Election of Vice-Chair and declaration of acceptance of office**
- 3. Apologies for absence**
To receive apologies and approve the reasons for absence.
- 4. Declarations of interest**
To declare any pecuniary or non-pecuniary interests relating to items on this agenda.
- 5. Chair's Annual Report 2025-26**
- 6. Minutes of the meeting held on 16th April 2026.**
To approve the draft minutes.
- 7. Clerk's report**
To receive an update on actions and matters arising not otherwise covered on this agenda.
- 8. Reports from borough and county councillors and police representative**
To receive reports and consider any necessary action.
- 9. Public session**
To receive comments and questions from the public, subject to Standing Orders 3(e)-(k).
- 10. Review of policies and other annual arrangements**
 - a. Code of Conduct
 - b. Standing Orders
 - c. Financial Regulations
 - d. Other policies including Complaints, Equal Opportunities, Grievance, Disciplinary, Publication Scheme, Privacy Notice, Risk Assessment and Accessibility Statement
- 11. Committees and election of representatives**
To consider the formation of any committees and elect representatives to outside bodies, including KALC Swale Area Committee, SBC Councillors & Residents Forum, SBC Parish Councils Liaison Forum, the Village Hall Committee and Community Speedwatch.
- 12. Meeting dates**
To set meeting dates for the year.

13. Village sign

To receive an update and consider any necessary action.

14. Local Government Reorganisation

To receive an update.

15. Training

To receive an update on any training undertaken and consider any necessary training.

16. Finance

- a. Financial statement and bank reconciliation – to approve
- b. Internal audit
 - i. To receive and consider the Internal Audit Report for 2025-26
 - ii. To appoint the Internal Auditor for 2026-27
- c. AGAR – end of year accounts 2025-26
 - i. To review the Statement of Internal Control
 - ii. To review the Annual Governance Statement
 - iii. To approve the Accounting Statements
 - iv. To review the Certificate of Exemption
 - v. To arrange provision for the exercise of public rights
- d. End of year budget report – to review
- e. Payments due – to agree:

Details	Amount	VAT*	Total
SSE – lighting energy (Apr)	tbc	tbc	tbc
Bex Ratchford – salary and office rental			
Bex Ratchford – expenses (ink & paper)	9.81	1.08	10.89
CLlr Kevin Hobson – APM refreshments	45.14	-	45.14
Streetlights – maintenance payment 1 of 4	48.25	9.65	57.90
Vision ICT – email & website hosting 26-27	388.79	77.76	466.55

*VAT to be reclaimed

17. Planning

To consider any planning matters, including any received after publication of this agenda.

- a. 26/501145 – Bailiffs Cottage, Highbens Hill - Conservation area notification to fell one lime tree and to replace it with a new lime tree sapling – approved.

18. Reports from parish councillors

To receive any reports from portfolio holders and representatives and consider any necessary action.

19. Correspondence

To note all correspondence and consider any necessary action.

20. Close and date of next meeting

To confirm the next meeting date as Thursday 18th June 2026.

S Ratchford

Bex Ratchford, Parish Clerk, 15th May 2026

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