

## NOTICE

### SELLING PARISH COUNCIL

**An Ordinary Meeting of the Parish Council will be held in**

**The Village Hall, Selling on Thursday 15 August 2019 at 7pm**

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.*

*At the Chair's discretion, before the start of the meeting there will be an open forum session for residents of no more than 10 minutes duration.*

## AGENDA

### **1. Welcome and apologies for absence**

### **2. Declarations of interests and dispensations**

To record declarations of pecuniary or non-pecuniary interests in matters to be considered below, in accordance with the 2011 Localism Act and Code of Conduct 2012. Members declaring interests should identify the agenda item and type of interest being declared.

### **3. Confirmation of the Minutes**

The Chairman to move that the minutes of the following meetings be taken as read, confirmed and signed:-

- \* Minutes of the ordinary council meeting held on 11 July 2019
- \* Minutes for the extraordinary meetings held on 13 and 29 July 2019

### **4. Updates**

Matters of interest arising (for information only) to include: Councillor and Clerk vacancies; Annual Audit 2018-2019; Highways Public Meeting; Defibrillator Training; Rural Housing (Monica Close); Selling Bee Friendly Project grant; council website.

### **5. Parish Council Website - progress report on SPC.gov.uk new website and councillor email addresses**

## 6. Financial matters

a) To approve the bank reconciliation

b) To approve the following payments:-

i)	Lighting	TBA	Paid by Direct Debit
ii)	Streetlights	£51.00	Cheque for maintenance
iii)	Selling Cricket Club	£100.00	Cheque for Big Lunch

c) Staffing - to approve Clerk's home/office expenses, mentor agreement, membership of SLCC, bank mandate, Payroll/PAYE arrangements, additional office equipment (back up USB/portable hard drive).

d) To agree any payments to be made at the next meeting.

i)	KALC invoice	£72.00	1 x Clerk's Conference 17.9.2019
ii)	Membership of SLCC for new Clerk	TBA	Annual and joining fee
iii)	Annual Accounts/Internal Audit	TBA	Claim for work undertaken
iv)	Office equipment - laptop back up	TBA	USB stick/portable hard drive

7. **Notice Boards** - to agree to purchase two replacement notice boards - cost, style etc in line with the council's budget.

8. **Lighting** - to address as a matter of urgency the present situation regarding lighting in Selling Court and Neames Forstal.

9. **Highways** - to address present problems and preparations for the public meeting..

10. **Village Surveys (Play Area, Lighting, Resilience)** - to format questions and agree action to be taken regarding the village surveys including printed/online forms/logistics.

11. **Policies/Terms of Reference** - to agree a date for an extraordinary meeting to agree a full list of Policies for the year ahead to be published on the council website.

To include:- Standing Orders, Financial Regulations, FOI, New Model Publication Scheme, Data Protection, Complaints Procedure, Risk Assessment, Media Policy, Grant Application Form, Privacy Policies, Community & Engagement, Grant Application procedure, Correspondence policy, plus Terms of Reference for maintaining, uploading and monitoring the SPC website and SPC facebook page, and the rules for users of the facebook page. The council may decide to hold an extraordinary meeting to address Review of Policies as a single item.

## 12. Planning Applications

a) Planning Application Reference: 19/503507/LDCEX Land north of Perry Leigh Grove Road Selling Kent ME13 9RN - to include comments sent to SPC by a Selling resident

**13. Councillor Reports** (for information only) Selling School, Perry Wood, PROW, KALC SAC/outside bodies, Church Buildings Trust, Consultation Documents and Mid-Kent Downs To appoint a Village Hall Management Committee representative.  
To invite reports from the Ward/County councillors, if in attendance.

**14. Correspondence** - to note the following:  
a) Drones - concerns about invasion of privacy aised by a resident  
b) Kent Police - notice of a Swale Neighbourhood Watch meeting at Sittingbourne Police Station Central Avenue on 22 August at 10am.

**15. Items to be placed on the next Agenda** - TBA

**16. To confirm the date of the next meeting** - Thursday 19 September 2019, at 7pm, in the Village Hall.

Signed.....Amanda Saunders.....

Date.....10 August 2019

*Cllr Amanda Saunders (Acting Clerk/RFO) Bailiff's Cottage, Highbens Hill, Selling ME13 9QZ*