



HEADCORN PARISH COUNCIL

The Parish Office, Headcorn Village Hall, Church Lane, Headcorn, TN27 9NR
Tel: 01622 892496 Email: clerk@headcornpc.org.uk

Notice of meeting of the Parish Council

Dear Sir / Madam

I give you notice that the meeting of the PLANNING AND LICENSING COMMITTEE for Headcorn Parish Council will be held on **Monday 15th June 2020 at 7:00pm**

This meeting will be held remotely under The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 into force to allow local authorities to conduct meetings remotely.

All members of the Council are summoned to participate to consider and resolve upon the business to be discussed. The agenda is set out below.

C Carmichael (Parish Clerk)

10th June 2020

Members of the Public and Press are encouraged to attend the meetings and there is an opportunity to address the Committee at the beginning of the meeting.

BUSINESS TO BE TRANSACTED

1. Election of a Chairman
2. Election of a Vice Chair
3. (a) Apologies for absence received and confirmed by the Council.
(b) Enquiry whether anyone intends to film, photograph, or record any of the meeting.
(c) Declaration of Changes to the Register of Interests.
(d) Declarations of Pecuniary or other significant Interests
(e) Requests for Dispensations.
(f) Declarations of Lobbying.
4. **Public Session** (Meeting adjourned – minute book closed).
5. To resolve that the minutes of the Committee Meeting held on March 16th, 2020 be taken as read, confirmed as a correct record and signed by the Chairman.
6. To receive an update on matters arising from the last meeting.
7. To receive a Budget Analysis report
8. To receive correspondence and action as necessary.
9. To consider the Terms of Reference for the Committee and agree any changes or amendments required.



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10. To consider the existing fee structure for the Burial ground and agree any actions required
11. To consider request for Disney etchings on Memorial Headstones and agree actions required
12. To consider annual inspection of play and other equipment by Royal Society for the Prevention of Accidents (RoSPA).
13. Matters for information, urgent matters at the discretion of the Chairman for noting only or any items for further discussion at the next meeting.

Meeting Closed