

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 COUNCIL for Headcorn will be held on **Wednesday 10th February 2021 at 7:30pm**

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.

A handwritten signature in black ink, appearing to read 'S Christodoulou'.

S Christodoulou (Parish Clerk)

5th February 2021

Members of the Public and Press are encouraged to join the virtual meeting, by pre-arranged request to the Clerk's office and there are opportunities to address the Council, at the beginning and end of the meeting.

BUSINESS TO BE TRANSACTED

1.
 - (a) Apologies for absence received and confirmed by the Council.
 - (b) Enquiry whether anyone intends to film, photograph, or record during this meeting.
 - (c) Declaration of changes to the Register of Interests.
 - (d) Declarations of pecuniary or significant interest regarding items on the agenda
 - (e) Requests for Dispensations.
 - (f) Declarations of Lobbying.
2. **Public Session (Meeting adjourned – minute book closed)**
3. To receive: -
 - (a) Community Warden Report.
 - (b) Information regarding police issues in the village, as available
4. To resolve that the minutes of the Council Meeting held on Wednesday 27th January 2021 be taken as read, confirmed as a correct record, and signed by the Chairman.
5. Matters arising from minutes of the 13th and 27th January.
6. Finance
 - (a) To review and agree the following: -
 - i Schedule of Online Payments for February 2021.
 - ii Income for month ended January 2021.
 - iii Bank reconciliation for month ended January 2021.
 - iv Budget Analysis for the year 2020/21
 - (b) To consider donation to the Heart of Kent Hospice

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7. **Correspondence:** - To receive and action as required
8. To receive the minutes of the following committees for information and to raise any queries arising from them: -

Open Spaces Committee – January 18th, 2021
Planning Committee – January 25th, 2021
Staffing Committee – January 18th, 2021
9. To Receive Reports from the following Working Groups and action as required: -

Finance Group
Emergency Plan Group
Remembrance Day Parade Group
Communications Group
Speedwatch Group
Days Green Inspection
12. To receive reports from any External Meetings attended by Councillors and agree any action required.
13. **Matters for information**, urgent matters at the discretion of the Chairman for noting only or any items for further discussion at following meeting

Parishioners Questions (Meeting adjourned – minute book closed)

Meeting Closed