

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 PARISH COUNCIL for Headcorn will be held in Longmeadow, Village Hall, Headcorn on **Wednesday 12th October 2022 at 7:00pm.**

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


Stefan Christodoulou (Parish Clerk)
6th October 2022

Members of the Public and Press are encouraged to come to the meetings and there are opportunities to address the Council, at the beginning and end of the meeting.

BUSINESS TO BE TRANSACTED

1. (a) Co-option of new Councillors.
(b) Signing of the Acceptance of Office.
2. (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.
3. **To resolve that the minutes of the Council Meeting held on: - Wednesday 14th September 2022 be taken as read, confirmed as a correct record, and signed by the Chairman.**
4. **Public Session** (Meeting adjourned – minute book closed)
5. **Matters arising from previous minutes.**
6. **Finance: -**
 - a) To review and agree the following: -
 - i Schedule of Online Payments for October 2022.
 - ii Income for month ended September 2022.
 - iii Bank reconciliation for month ended September 2022.
 - iv Budget Analysis for the year 2022/23.

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- b) To review current Financial Risk Assessment, agree any changes required and seek adoption by Council.
7. **To receive the minutes of the following committees for information and to raise any queries arising from them: -**
- Open Spaces – 28th September 2022.**
Planning Committee – 3rd October 2022.
8. **Correspondence: -** To receive and action as required.
9. **To review and adopt the following Headcorn Parish Council policies, statements, or procedures: -**
- Best Value Statement.
 - Vision and Values Statement.
 - Document Retention Policy.
 - CCTV Policy.
 - Co-Option Policy.
10. **To discuss the purchase of a flag pole from our money and bench from S106 for the Queen.**
11. **To Discuss the rewritten HIP (Highways Improvement Plan).**
12. **To receive inspection report for Days Green.**
To receive inspection report for Hoggs Green.
13. **To receive reports from any External Meetings attended by Councillors and agree any action required.**
14. **Any other business: -**

Parishioners Questions (Meeting adjourned – minute book closed)

Meeting Closed