

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 Full Council Meeting of the PARISH COUNCIL for Headcorn will be held in Longmeadow Hall, Village Hall, Headcorn on **Wednesday 12th June 2024 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.



S Christodoulou (Parish Clerk)

5th June 2024

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) 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. **Resolution of Minutes: -**
To resolve that the minutes of the Council Meeting held on Wednesday 8th May 2024 be taken as read, confirmed as a correct record, and signed by the Chairman.

4. **Matters arising: -**
From the meeting of Wednesday 8th May 2024.

5. **Finance: -**
 - To review and agree the following: -
 - i Schedule of Online Payments for June 2024.
 - ii Income for month ended May 2024.
 - iii Bank reconciliation for month ended May 2024.
 - iv Budget Analysis for the year 2024/25.

6. **Item: -**
To discuss the attendance of Council meetings.

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7. **Item: -**
 - (a) The Parish Council to re-adopt Membership of Other Bodies.
 - (b) The Parish Council to re-adopt Planning Committee Terms of Reference.
 - (c) The Parish Council to re-adopt Standing Orders.

8. **Item: -**

To discuss and approve the re-appointment of a Days Green Committee member.

9. **Item: -**

To discuss and approve funding the Finding your Feet lessons.

10. **Item: -**

To discuss and approve the double yellow lines at Gibbs Hill.

11. **Item: -**

To review Section 1 Annual Governance Statement 2023/24 of the Annual Governance & Accountability Return and signing by the Clerk & Chair.

To review Section 2 Accounting Statements 2023/24 of the Annual Governance & Accountability Return as certified by the Responsible Financial Officer and signing by the Chair.

12. **To receive the minutes of the following committees: -**

Planning.

13. **Correspondence: -**

To receive and action as required.

14. **To receive reports: -**

Community Liaison Officer.
Days Green.
Hoggs Green.

15. **Reports from External Meetings.**

16. **Any other business.**

Parishioners Questions (Meeting adjourned – minute book closed)

Meeting Closed.