

*If a member of the public wishes to raise a particular question at this meeting this needs to be put in writing and presented via post or email to either the Chairman or Parish Clerk by Friday 18<sup>th</sup> May 2017 to enable it to be properly considered and answered.*

# Orlestone Parish Council

Notice is hereby given of the Annual General Meeting of Orlestone Parish Council to be held on **Monday 21<sup>st</sup> May 2018** at 7.30pm in the Hamstreet Sports Pavilion to conduct the business set out in the agenda below.

Sue Stiffell (Parish Clerk) Tel: 01233628481  
14<sup>th</sup> May 2018

## AGENDA

1. Election of Chairman For The Ensuing Year
2. Election of Vice-Chairman For The Ensuing Year
3. To Receive and Approve the Inventory and Asset Register of Council Property, Review Risk Management Analysis; Review Standing Orders
4. To Appoint Members (including Chairman & Vice-Chairman if appropriate) for Orlestone Parish Council's Planning Committee.
5. Appointment of Representatives onto Outside Bodies: including Victory Hall, HDLSA
6. Allocation of Councillors' Responsibilities including: Website/Facebook; Highways; Twinning; Johnsons Corner
7. To Fix Date & Times of Parish Council Meetings for the Ensuing Year
8. Finance: Agree/Set Annual Budget; Review/Agree Annual Grants, Internal Auditor's Report, Review End of Year Accounts and Annual Governance Statement; Review Sponsorship Forms; Authorisation of Cheques
9. Declarations of Interest
10. Apologies Received
10. Minutes of the Last Meeting: Annual Assembly 9<sup>th</sup> April, Parish Council 6<sup>th</sup> March 2017
11. HDLSA Review Funding
12. Reports from: Kent County Councillor Mike Angell, Borough Councillors Aline Hicks & Gareth Bradford, PCSO & Community Warden Kathy Carter and Parish Councillors.
13. Correspondence Received including Planning: Applications Received/Update: Discuss Application No 18/00644/AS: Outline Planning Permission; Land North of St Marys Close (s31 in draft local plan 2030)
14. Items For Agenda For Next Meeting  
*Items for discussion only; no decisions can be made under this agenda item*
15. Date of Next Meeting: Monday 4<sup>th</sup> June 2018 at 7.30pm in the Pavilion (to be agreed at meeting)