

Tunstall Parish Council
All electors are invited to the
ANNUAL PARISH MEETING
Monday 20th May 2024 7.00pm

Agenda

1. Annual Reports
 - a) Chairman
 - b) Borough Councillors
 - c) County Councillor
2. Questions from electors

Tunstall Parish Council

All members of **Tunstall Parish Council** are summonsed to attend the
ANNUAL MEETING OF THE COUNCIL to be held on
Monday 20th May 2024 at 7.15pm
Midwinter Room at St John the Baptist Church

Public and Press are welcome to attend
Public Participation – Item 20 only

1. To elect a Chairman
2. To receive the Chairman's Declaration of Acceptance of Office
3. To elect a Vice Chairman
4. Apologies for absence
5. Declarations of Pecuniary and Non-Pecuniary Interest
6. Approval and signing of minutes of meeting of March 25th 2024
(Attachment 1)
7. To consider appointing any new committees
8. To appoint representative to external bodies
 - a) KALC
 - b) School Liaison
 - c) Police Liaison
 - d) Village Hall Committee
 - e) Speedwatch
9. To review Standing Orders
10. To review Financial Regulations

- 11. To review inventory of land and assets**
- 12. To confirm all insurance arrangements**
- 13. To review subscriptions**
 - (a) Kent Association of Local Councils**
- 14. To review complaints procedure**
- 15. To review the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation**
- 16. To review the council's policy for dealing with the press/media.**
- 17. To review the council's employment policies and procedures.**
- 18. To review the council's expenditure incurred in 2023/24 under s137 of the Local Government Act 1972.**
- 19. To determine meeting dates up to and including the next annual meeting.**

20. Open Forum – Public Participation Session

The period of time designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed ten minutes unless directed by the chairman of the meeting. Subject to standing order 3(f), a member of the public shall not speak for more than three minutes. In accordance with standing order 3(e), a question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given.

21. Ward Councillors

- a) To receive updates from county and borough members.**

22. Clerk Vacancy

- a) To consider next steps**

23. Litterpicking

- a) To consider insurance at £106.54**

24. Finance

- a) To review payments made in line with Financial Regulations**

	Gross	Details
Various	499.74	Staff Costs
Waveney IT	37.30	Monthly Mailbox charges
J Barnicott	155.79	Litter Picking
Hugo Fox	11.99	Website subscription
AJ Gallagher	718.03	Insurance renewal
KALC	699.24	Annual Subs

- b) To receive and approve bank reconciliation as of 31st March 2024.**
- c) To receive and approve budget position as of 31st March 2024**

c) Annual governance and accountability return 2023-24

- i) To consider and approve the statement of internal control for the year ending 31st March 2024.

- ii) To approve the Annual Governance Statement for 2023-24 Section 1 of the AGAR for the year ending March 2024.

- iii) To Approve the Accounting Statement for 2023-24 Section 2

25. External Meetings Attended

- a) KALC Swale Area Committee
- b) Western Area Committee
- c) Swale Joint Transportation Board

26. Future External Meetings

27. Planning Applications for consideration

APPLICATION REF: 24/501431/FULL PROPOSAL: Erection of a shed.
ADDRESS: 1 School View Tunstall Road Tunstall Kent ME9 8DX

28. Village Events

- a) To receive update

29. Speedwatch

- a) To receive updates.

30. Correspondence and Matters for Information

- a) To note correspondence received.

31. Applications to be considered

32. Date of next meetings: 23rd September 2024, 16th December 2024.

13th May 2024