



BOUGHTON-UNDER-BLEAN PARISH COUNCIL

NOTICE OF MEETING SUMMONS AND AGENDA

THE ANNUAL MEETING OF THE BOUGHTON-UNDER-BLEAN PARISH COUNCIL WILL BE HELD IN THE LINDA WEAVER ROOM OF THE VILLAGE HALL ON **WEDNESDAY 8th MAY 2019** at 7:30pm

1. **ELECTION OF CHAIRMAN** and signing of Declaration of Acceptance of Office
2. **ELECTION OF VICE-CHAIRMAN**
3. **TO CONSTITUTE STANDING COMMITTEES:**
 - A. PLANNING COMMITTEE
 - B. PUBLIC AMENITIES COMMITTEE
 - C. PUBLIC FOOTPATHS COMMITTEE
 - D. FINANCE COMMITTEE
 - E. VILLAGE HALL MANAGEMENT COMMITTEE

4. **APOLOGIES**

5. **DECLARATION OF INTERESTS**

6. **CONFIRMATION OF MINUTES**

The Chairman to move that the minutes of the following meetings be taken as read, confirmed and signed:

- Minutes of the Parish Council held on Wednesday 10th April 2019 (minutes 616-625)
- Minutes of the Planning Committee Meeting held on Tuesday 16th April 2019 (minutes 626-628)
- Minutes of the Planning Committee Meeting held on Tuesday 30th April 2019 (minutes 629-631)

7. **HIGHWAYS AND TRANSPORTATION MATTERS**

A. HIGHWAYS AND FOOTWAYS

- Consideration of the cutting schedule for grass verges on The Street

B. PUBLIC FOOTPATHS

C. PUBLIC LIGHTING

D. TRANSPORTATION

8. **ENVIRONMENTAL MATTERS**

A. RECREATION GROUNDS

- Consideration of quote for picnic table bases

B. BURIAL GROUNDS

C. PUBLIC TOILETS

- Disability access to public toilets, parking issues and vegetation options on SBC land at the toilets

D. TELEPHONE KIOSKS

- Consideration for use of kisok as a free book exchange

E. ALLOTMENTS

9. **FINANCE AND ADMINISTRATION**

A. APPROVE BANK RECONCILIATION

B. APPROVE MAY 2019 PAYMENTS

C. ANNUAL ACCOUNTS FOR YEAR ENDED 31st MARCH 2019 to be approved and signed.

D. ANNUAL RETURN (Governance section) to be reviewed, considered and signed

E. ANNUAL RETURN (Accounts section) to be reviewed, considered and signed

F. REVIEW OF INTERNAL AUDIT REPORT for 2018/19

G. APPOINTMENT OF INTERNAL AUDITOR for 2019/20

H. NEIGHBOURHOOD PLAN

- I. APPOINT REPRESENTATIVE FOR K.A.L.C.
- J. CONSIDERATION FOR LOCATING FLOWER ARRANGEMENTS IN THE VILLAGE
- K. CONSIDERATION OF DOG MICRO-CHIPPING EVENT TO BE HELD AT VILLAGE HALL

10. COUNCILLORS REPORTS

11. CORRESPONDENCE

- A. Invitation to Faversham Mayor Making Ceremony on 20th May 2019
- B. March newsletter from Kent County Councillor Andrew Bowles

12. CHAIRMAN/CLERK'S SUNDRY REPORTS

13. ITEMS TO BE PLACED ON JUNE AGENDA

3rd May 2019

S.A. Muteham

Clerk to the Council