

BRENZETT PARISH COUNCIL

A G E N D A

**FOR THE ANNUAL PARISH COUNCIL MEETING TO BE HELD ON
TUESDAY 9 MAY, 2017 AT THE VILLAGE HALL BRENZETT,
FOLLOWING THE ANNUAL PARISH MEETING**

1. ELECTION OF CHAIRMAN

2. APOLOGIES FOR ABSENCE

3. DECLARATIONS OF INTEREST

A member who declares a Declaration of Pecuniary Interest in relation to any item on the agenda will need to leave the meeting for the whole of that item and will not be able to speak or take part, unless a relevant Dispensation has been granted.)

(A member who declares an Other Significant Interest will be able to speak on the item, but will be required to leave the meeting for the vote).

- i) To note the granting of any Requests for Dispensations and the decision
- ii) Updating of Declarations of Interest

4. ELECTION OF VICE CHAIRMAN

5. ELECTION OF OFFICERS TO COMMITTEES

Village Hall Committee

KALC

Police Committees

Planning Committee

Finance and Policy Committee

Reciprocal Complaints Committee to deal with complaints regarding Brookland Parish Council

Any other Committees suggested by Councillors

6. DELEGATION OF RESPONSIBILITIES

Annual Review of all Parish Council Paperwork

Six Monthly Review of Fixed Assets – September and March

Six Monthly Risk Assessment – September and March

Internal Parish Council Audit

Councillor with Responsibility for Finance

Annual Review of Insurance Arrangements – On receipt of renewal

Councillor responsible for weekly safety check

Councillor with responsibility for Website and Transparency

Councillor with responsibility for Notice Board

Councillor with responsibility for Post and Emails

Councillor with responsibility for Returning Questionnaires

Any other Responsibilities suggested by Councillors

7. ACCEPTANCE OF MINUTES

8. MATTERS ARISING

9. MEETING ADJOURNED FOR UP TO 30 MINUTES FOR PUBLIC PARTICIPATION AND RECONVENED

Each speaker to be allocated 2 minutes to speak and is requested not to repeat points previously covered.

Members of the Public should be aware that once the Parish Council meeting has been reconvened, they are not permitted to participate any further in the meeting unless invited to do so by the Chairman

10. CHAIRMAN'S REPORT

11. CORRESPONDENCE, FINANCE AND OTHER COUNCIL BUSINESS

Correspondence/Email Correspondence

Internal Auditors Final Report

Review of System of Internal Control

Review of Effectiveness of Internal Auditor

Consideration of the Findings of the Review by members of the meeting as a whole

Approval of the Annual Governance Statement by resolution – Section 1

Signature and Dating by the person presiding at the meeting and Clerk

Consideration of the Accounting Statements by the members of the meeting as a whole

Approval of the Accounting Statements by resolution – Section 2

Signature and Dating by the person presiding at the meeting

Review of Direct Debits

Donation to Village Hall

Accounts to be paid

Review of insurance for 2017/2018/Self Insured Items

Website

Risk Assessment

Storage of Parish Council Documents

Retention and Storage of Post and Emails

IT Security

General Power of Competence

Community Resilience Plan

12. PLANNING

Applications received by the date of this agenda will be attached

Other applications may be discussed if they are received after the date of publication and councillors do not consider them to be contentious. Please contact the Clerk for further information regarding applications

Arrangements for retention and storage of Planning Applications

13. VILLAGE RESPONSIBILITIES

14. ITEMS TO BE REPORTED TO KENT HIGHWAY SERVICES

15. FORUM FOR EXCHANGE OF INFORMATION BETWEEN COUNCILLORS

PARISH CLERK
2 May 2017

BRENZETT PARISH COUNCIL

PLANNING APPLICATION RECORD

2017

MAY 2017

Y15/1210/SH Paddock View, Ashford Road, Brenzett, Romney Marsh, Kent
Application for the proposed construction of a utility block and bin store
and retrospectively for the installation of a stable block, including tack
and storage rooms, hardstanding to the front of the stable block; dog kennels
and pen, aviary, store and shed

Y17/0034/NMC Fleur De Lis Rhee Wall Road Brenzett Romney Marsh Kent TN29 9UG
Non-material change to planning application Y15/0341/SH to enable installation
of a smoke vent, a rooflight and a ground floor window.