

# Meopham Parish Council

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## To all Members of Meopham Parish Council

You are hereby summoned to attend a virtual meeting via zoom of the **Full Council Working Group** of the **Full Council** of **MEOPHAM PARISH COUNCIL** on **13<sup>th</sup> July 2021** at **7.30pm**. All decisions made will be actioned under temporary delegated authority of the Clerk. Papers have been circulated for items shown by (\*)

Yours faithfully

*Sarah Eggesden*

**Clerk**

**Date of Issue: 7<sup>th</sup> July 2021**

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Members of the Public and Press are welcome to join the Zoom Meeting.  
To join the meeting please use the following link: -

<https://us02web.zoom.us/j/81789740306?pwd=UEdNMHVBSmdlazNEVUZ2K0xXOXA1Zz09>

## A G E N D A

1. **Apologies for Absence:** - To receive and accept apologies
2. **Declarations of Members' Interests:** - To receive declarations of pecuniary and non-pecuniary interests
3. **To receive minutes of previous meetings:** - 04.05.21, 06.05.21, 21.06.21 and 29.06.21 (\*)
4. **To consider any matters arising from the above Minutes**
5. **To receive reports from:** -
  - 5.1 **County Councillor**
  - 5.2 **Borough Councillors**
  - 5.3 **Community Warden**
6. **Public session:** - questions from the public
7. **Standing Committees and Committees:** - To note the minutes and consider any recommendations
  - 7.1 **Environment and Amenities Committee Meeting – 01.06.21 (\*)**
    - 7.1.1 On the recommendation of the E&A Committee to approve a memorial bench on Meopham Green (\*)
    - 7.1.2 On the recommendation of the E&A Committee to approve the permanent removal of the noticeboard in Longfield Road due to poor state of repair and not being in a good location (\*)
  - 7.2 **Administration and Resources Committee Meeting - 15.06.21 (\*) (to follow)**
    - 7.2.1 On the recommendation of the A&R Committee to approve to extend the contract with May Harris for a further 3 years for cleaning the Parish Office, if this is acceptable to them (\*)

7.2.2 On the recommendation of the A&R Committee, following approval that Steeles Village Green is registered to MPC with Land Registry, that Full Council approve the cost of the work, to be paid for from reserves. Work to be carried out by Invicta Law (\*) (to follow)

7.3 Planning and Projects Committee Meeting – 29.06.21 (\*)

7.3.1 Local Plan Working Group – update

7.3.2 Parking and Traffic Working Group – notes from last meeting (\*)

7.4 Planning Applications Committee Meeting – 25.05.21 and 22.06.21(\*)

7.5 Judsons Pavilion Committee – to receive the minutes from the final meeting on 21.12.20 (\*)

**8. Financial Matters**

8.1 To note Meopham Parish Council's Income and expenditure up to the 30.06.21 (\*)

8.2 To receive the schedule of payments in accordance with Financial Standing Order 5.2 (\*)

8.3 To receive the bank statements balance as at 30.06.21 (\*)

9. **Parish Council representatives on external bodies:** - To receive and note reports (\*) (to follow)

**10. Parish Council Emails**

10.1 Motion received from Cllrs McTavish and Ogden: To consider the use of councillor emails for all Parish Councillors for council security and in order to prevent external access to councillors' private email accounts in the event of a FOI request or Subject Access Request under GDPR

10.2 Subject to agreement of item 10.1, to agree to revise the Parish Council 'Policy for Use of Email for Parish Council Business' to reflect the change (\*)

**11. Streetlights**

11.1 Members to receive a paper on the latest information and to note that MPC is looking to set up a meeting with Nick May, GBC and Sue Kinsella, KCC (\*) (to follow)

12. **Correspondence: to note the correspondence list (\*)**

13. **Chairman's announcements**

**DISTRIBUTION:**

**Council Members:** Cllrs. D Bramer, M Bramer, S Buchanan, (Chairman), C Dalby, G Green, S Gofton, P. Luxford, J McTavish, J Ogden (Vice Chairman), A Rose and B Wade

**County Councillor:** Cllr. B Sweetland

**Borough Councillors:**

Cllr F Wardle

Cllr. D Tiran

Cllr. G Harding

Cllr.E Aslam

**AGENDA ONLY: -**

**Member of Parliament:** A Holloway

**Community Warden:** M Cason

**PCSO:** R Meader