

# St Mary Hoo Parish Council

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## TO THE MEMBERS OF THE COUNCIL

**NOTICE is hereby given that the Annual Parish Council Meeting will be held in the Function Room, Fenn Bell Inn, Fenn Street on Tuesday 28 May 2012, following the Annual Parish Meeting at 7.30 pm, which meeting Members are hereby summoned to attend.**

### AGENDA

- 1 Election of Chairman
- 2 To receive the Chairman's Declaration of Acceptance of Office or, if the Chairman is not present, to resolve that such Declaration be made at or before the next Ordinary Meeting of the Council
- 3 Election of Vice-Chairman
- 4 To receive the Vice-Chairman's Declaration of Acceptance of Office or, if the Chairman is not present, to resolve that such Declaration be made at or before the next Ordinary Meeting of the Council
- 5 Apologies for absence
- 6 Declarations of Interest
- 7 To appoint representatives:
  - a Rural Liaison Sub-Committee (1)
  - b KALC Medway Area Committee (2)
  - c Police Liaison Committee (1)
- 8 To appoint to other posts
  - a Footpaths Officer
  - b Tree Wardens
  - c Pond Wardens
- 9 Minutes of the Meeting held on 27 March 2013- attached
- 10 Matters arising from the Minutes not otherwise on the Agenda
- 11 Planning - Appendix A
  - a Applications
  - b Decisions
  - c Appeals and Other Matters
  - d Licensing Applications
- 12 Finance – Appendix A
  - a Bank balances
  - b Cheques signed since last meeting
  - c Subscriptions
    - i. KALC
    - ii. ACRK £35
  - e Accounts for payment
  - f To approve the accounts 2012/13
  - g Internal auditor's report
  - h To approve and sign the Audit Annual Return Statement of Accounts 2012/13
  - i To approve and sign the Audit Annual Return Governance Statement 2012/13
  - j Chairman's Allowance (budget £150)

- 13 Grant Applications
  - 14 Management of the Council's Land and Property
    - a Nature Reserve
    - b Pond
  - 15 Highways & Transport
    - a Footpath Officer's Report *MW*
    - b Other Matters
  - 16 Rural Liaison Committee
    - a Representative's report
    - b Rural Liaison Grant Projects
  - 17 KALC/MAC
    - a Representative's report *CH*
  - 18 Police Matters *PH*
    - a Police Liaison Committee representative's report
  - 19 Communications
    - a Magazine
    - b Web Site
  - 20 Consultation
    - a Southern Water – Water Resources Management Plan consultation
  - 21 Correspondence
  - 22 Reports and Circulars
    - a Clerks & Councils Direct
  - 23 Date of next meeting
  - 24 Any other urgent business at the Chairman's discretion
- No motions may be proposed nor decisions taken under this item

Roxana Brammer  
Parish Clerk

21 May 2013