

Brabourne Parish Council
The Briars, Hastingleigh, Ashford Kent
TN25 5HU
e-mail: clerk@brabournepc.org.uk

Thursday 29th April 2021

To all members of Brabourne Parish Council

There will be a meeting of Brabourne Parish Council on Thursday, 6th May 2021 at 7.30pm held via Zoom and you are summoned to attend.

To join the meeting:

<https://zoom.us/j/93282307336?pwd=VTFJWTFNzY31jWWpNanA0Y0hrNnYxUT09>

Meeting ID: 932 8230 7336

Passcode: 458646

Agenda

1. Election of the Chairman and any Vice-Chairman for the Council year 2021-22
2. Completion of the Declaration of Acceptance of Office Form by the Chairman.
3. To receive and approve apologies for absence.
4. To receive declarations of interest (Disclosable Pecuniary Interests and Other Significant Interests). The nature as well as the existence of any such interest must be declared.
5. To approve the minutes of the meetings held on 22nd March 2021
6. To discuss matters arising from previous minutes that are not covered by the agenda
7. Public session: To receive questions and comments from the public on any agenda item
8. To elect representatives for the following:
 - Planning Committee
 - Playing Field Association representative
 - Village Hall representative
 - Village caretaker management committee representative
 - Community Led Plan representative
 - KALC representative
9. To receive report from the Borough Councillor
10. To discuss the Highways Improvement Plan and any Highways Issues
11. To minute receipt of the PCSO's report
12. To receive an update on the Newsletter
13. Planning matters: to authorise a response to any application(s) and to note any recent planning decisions by Ashford Borough Council or any correspondence on planning matters.
 - 13.1 To receive the report of the Planning committee
14. To review the effectiveness of the system of Internal Controls: Councillors are asked to consider the Statement of Internal control in support of the Annual Governance Statement

15. To approve the Financial Regulations, Standing Orders, Asset Register and Risk Assessment and confirm arrangements for insurance cover in respect of all insured risks.
16. Review of the Council's subscriptions to other bodies ie KALC/CPRE
17. Financial matters:
 - a) To approve the following financial documents:
 - i. To receive the end of year accounts
 - ii. To receive the report from the Internal Auditor
 - iii. To approve the Governance Statement 2020/21, section 1 of the AGAR for the year ending 31 March 2021
 - iv. To consider and approve the Accounting Statements 2020/21, section 2 of the AGAR for the year ending 31 March 2021 and the supporting bank Reconciliation as at 31st March 2021, the explanation of significant variance. To ensure that the Accounting Statements 2020/21 are signed and dated by the person presiding at the meeting.
 - b) To note the Parish Council's financial position for the beginning of the new Financial Year.
 - c) To authorise any payments
18. Any Other Business (for information purposes only):
19. Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.

Monday 26th July 2021

Monday 27th September 2021

Monday 22nd November 2021

Monday 24th January 2022

Monday 28th March 2022

Monday 23rd May 2022



Tracey Block (Clerk to Brabourne Parish Council)