

# HUNTON PARISH COUNCIL

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**ALL COUNCILLORS ARE HEREBY SUMMONED** to attend the **Annual Meeting of Hunton Parish Council** to be held in the **Village Hall, West Street** on **Monday 13<sup>th</sup> May 2024 at 7:30pm** when it is proposed to transact the business shown on the agenda below. The meeting will be open to the press and public.

## AGENDA

**There will be 15 minutes allocated at the start of the meeting for questions from residents.**

1. **ELECTION OF CHAIRMAN** – To appoint the Chairman and complete the Declaration of Acceptance of Office.
2. **ELECTION OF VICE CHAIRMAN** – To appoint the Vice Chairman and complete the Declaration of Acceptance of Office.
3. **MEMBERS' DECLARATIONS OF ACCEPTANCE OF OFFICE** – All Members to complete a Declaration of Acceptance of Office.
4. **APOLOGIES** – To receive and accept apologies for absence.
5. **FILMING, RECORDING AND PHOTOGRAPHING** – To ascertain whether any members of the public are filming, recording or photographing the meeting.
6. **DISCLOSABLE PECUNIARY INTERESTS** – All Members to complete a Disclosable Pecuniary Interests form.
7. **COUNCILLOR DECLARATIONS**
  - 7.1 **Declaration of Interests** – To receive any declarations of lobbying, disclosable pecuniary interests or other significant interests.
  - 7.2 **Dispensations** – To consider requests for dispensations.
8. **MINUTES OF THE FULL COUNCIL MEETING HELD ON 18<sup>TH</sup> MARCH 2024** – To consider and approve the minutes.
9. **MATTERS ARISING FROM PREVIOUS MINUTES NOT INCLUDED IN THE AGENDA**
10. **PARISH COUNCILLOR VACANCY** – To consider the co-option of a parish councillor.
11. **POLICE**
  - 11.1 **Police**
  - 11.2 **Huntonwatch**
12. **LOCAL COMMUNITY** – To receive reports for noting/decision on:
  - 12.1 **King George V Playing Field Committee**
  - 12.2 **Traffic & Road Safety Working Party/Highways/Street Improvements Project**
  - 12.3 **Tree & Pond Wardens**
13. **APPOINTMENT OF COMMITTEES** – To appoint for 2024/25.
14. **COUNCIL REPRESENTATIVES** – To appoint for 2024/25.
15. **APPOINTMENT OF INTERNAL AUDITOR** – To appoint for 2024/25.

- 16. **COUNTY & BOROUGH COUNCILLORS** – To receive reports for noting/decision on:
  - 16.1 **County Councillors**
  - 16.2 **Borough Councillors**
  
- 17. **PARISH MATTERS** – To receive reports for noting/decision:
  - 17.1 **Parish Councillors** – To raise any issues not covered elsewhere on the agenda.
  - 17.2 **Flooding** – To receive an update.
  - 17.3 **Climate Change, Biodiversity and Sustainability** – To consider.
  - 17.4 **Speedwatch** – To receive an update.
  - 17.5 **Clerk’s Report**
  
- 18. **FINANCE**
  - 18.1 **Statement of Internal Control** – To approve and sign.
  - 18.2 **Annual Review of Effectiveness of Internal Audit** – To approve.
  - 18.3 **Internal Audit Report** – To review and approve.
  - 18.4 **Accounts 2023/24** – To approve and sign.
  - 18.5 **Annual Governance and Accountability Return 2023/24:**
    - 18.5.1 **Section 1 – Annual Governance Statement** – To approve and sign.
    - 18.5.2 **Section 2 – Accounting Statements** – To approve and sign.
  - 18.6 **Budget Monitoring Report** – To note the latest report.
  - 18.7 **Income Received** – To note income received since the last meeting.
  - 18.8 **Payments Made** – To approve payments made since the last meeting.
  - 18.9 **Electronic Payments** – To approve payments using online banking.
  - 18.10 **CIL Neighbourhood Receipts** – To consider further use of the funds.
  
- 19. **PLANNING**
  - 19.1 **Planning Decisions** – To note any decisions received from Maidstone Borough Council.
  
- 20. **DATE OF NEXT MEETING** – The next Parish Council meeting will be held at 7:30pm on Monday 15<sup>th</sup> July 2024 at Hunton Village Hall.