

NOTICE OF MEETING

TUESDAY, 29th MAY 2018

A PARISH COUNCIL MEETING WILL BE HELD AT 19:10
IN THE GP SURGERY, VILLAGE HALL, CHAPEL ROAD, ISLE OF GRAIN, ME3 0BY

MEMBERS OF THE PUBLIC AND THE PRESS ARE WELCOME TO ATTEND THIS MEETING

Public Open Session

- At the Chairman's discretion, 15 minutes will be set aside for questions from members of the public each one of whom may be invited to speak for a maximum of 3 minutes in total relating to items on the Agenda or about issues of local concern. If members of the public are attending regarding a specific planning application on this agenda the Chairman may bring this application forward under item 4 below. Thereafter they have the right and are welcome to stay and observe the rest of the Meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1.
- **Members of the public are NOT permitted to participate in the meeting after this agenda item without prior invitation from the Chairman. Anyone is welcome to stay for the entire meeting and observe, but cannot take part.**
- **The public open session may be limited to a time to be determined.**
- The right to record, film and to broadcast meetings of the council, committees and sub committees is established following the Local Government Audit and Accountability Act 2014. This is in addition to the rights of the press and public to attend such meetings. While those attending meetings are deemed to have consented to the filming, recording or broadcasting of meetings, those exercising the rights to film, record and broadcast must respect the rights of other people attending under the Data Protection Act 1998. Any person or organisation choosing to film, record or broadcast any meeting of the Council or a committee is responsible for any claims or other liability from them so doing.

AGENDA

1. To enquire if anyone present intends to film, photograph and/or record the meeting.
2. Apologies for absence.
3. Declarations of disclosable pecuniary interests:
 - A member need only disclose at any meeting the existence of a disclosable pecuniary interest (DPI) in a matter to be considered at that meeting if that DPI has not been entered on the disclosable pecuniary interests register maintained by the Monitoring Officer.
 - A member disclosing a DPI at a meeting must thereafter notify the Monitoring Officer in writing of that interest within 28 days from the date of disclosure at the meeting.
 - A member **may not participate** in a discussion of or vote on any matter in which he or she has a DPI (both those already registered and those disclosed at the meeting) and **must withdraw** from the room during such discussion/vote.
 - Members may choose to voluntarily disclose a DPI at a meeting even if it is registered on the council's register of disclosable pecuniary interests but there is no legal requirement to do so.
 - Members should also ensure they disclose any other interests which may give rise to a conflict under the council's code of conduct.
 - In line with the training provided to members by the Monitoring Officer members will also need to consider bias and pre-determination in certain circumstances and whether they have a conflict of interest or should otherwise leave the room for Code reasons.

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Continued.....

4. Urgent matters by reasons of special circumstances
 - The Chairman will announce any such items which do not appear on the main agenda but which she has agreed should be considered by reason of special circumstances to be specified in the reports.
5. Minutes of PC Meeting held on 1st May 2018 – accuracy of the record
6. Items for discussion, resolution, or representations:
 - (a) Consideration of Internal Auditor's Report and Audit Findings for 2017/18
 - (b) Annual Governance and Accountability Return for the year end 31 March 2018
 - Approval of Section 1 – Annual governance statement 2017/18
 - (c) Annual Governance and Accountability Return for the year end 31 March 2018
 - Approval of Section 2 – Accounting statements 2017/18
 - (d) Review of Internal Audit Procedures
 - (e) Appointment of Internal Auditor for 2018/19
 - (f) Review of Mowing Guidelines
 - (g) Report from Annual Parish Meeting held on 15th May 2018
 - (h) Government Consultation: unauthorised developments and encampments
 - (j) GDPR Update
7. Planning:
 - (a) Report on Planning Consents/Refusals
 - (b) Consideration of Planning Applications –
 - MC/18/1374 – The Black House, High Street
 - Applications for which representations must be submitted before the next PC Meeting
8. Correspondence and Clerk's Report
9. Committees:
 - (a) Finance
 - Finance and Expenditure Approval
 - (b) General Purposes
 - Items to be considered at next meeting
10. Representatives' Reports:
 - (a) KALC Medway Area Committee
 - (b) Medway Council's Local Access Forum
 - (c) Medway Council's Rural Liaison Committee
 - (d) Medway Council's Urban Parks & Green Spaces Forum
 - (e) Police Liaison
 - (f) Youth Liaison
 - (g) Grain Coastal Park Report/Issues

23rd May 2018

Parish Clerk