

# NOTICE OF MEETING

**TUESDAY, 7<sup>th</sup> JUNE 2022**

**A PARISH COUNCIL MEETING WILL BE HELD IN THE GP SURGERY,  
VILLAGE HALL, CHAPEL ROAD, ISLE OF GRAIN, ME3 0BY  
AT 19:00**

## **Members of the Public and the Press are welcome to attend this meeting**

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.
4. Urgent matters by reason of special circumstances
  - The Chairman will announce any such items which do not appear on the main agenda but which they have agreed should be considered by reason of special circumstances to be specified in the reports
5. Accuracy of the Minutes of the following meetings:
  - Parish Council – 26<sup>th</sup> April 2022
  - General Purposes Committee – 24<sup>th</sup> May 2022
  - Annual Parish Council – 31<sup>st</sup> May 2022
6.
  - (a) Consideration of Internal Auditor's Report and Audit Findings for 2021/22
  - (b) Annual Governance and Accountability Return for the year end 31 March 2022  
Approval of Section 1 – Annual governance statement 2021/22
  - (c) Annual Governance and Accountability Return for the year end 31 March 2022  
Approval of Section 2 – Accounting statements 2021/22
  - (d) Confirmation of Notice of Public Rights and Publication of unaudited AGAR - Accounts for the year ended 31 March 2022
  - (e) Parking arrangements for Fete Day – 16<sup>th</sup> July 2022
  - (f) Medway Council – Four Elms Hill AQMA Action Plan Consultation
  - (g) Keep Britain Tidy 'What a #PainInTheGlass' Campaign
  - (h) Finance & Expenditure Approval – May 2022
  - (i) Consideration of Planning Applications –
    - MC/22/1078 – Thamesport, Grain Road, ME3 0AE
    - Applications for which representations must be submitted before the next PC meeting
7. Date of next meeting/s.

30<sup>th</sup> May 2022