

**HORSMONDEN PARISH COUNCIL**  
**THE ANNUAL PARISH COUNCIL MEETING**  
(ANNUAL MEETING OF THE COUNCIL)  
**WILL BE HELD IN HORSMONDEN VILLAGE HALL**  
**ON TUESDAY 7TH MAY 2019 AT 7.30 P.M.**

**AGENDA**

DECLARATIONS OF INTEREST: Members who have a pecuniary interest, whether direct or indirect within the meaning of section 95 of the Local Government Act 1972, or a non-pecuniary interest defined by the Parish Council's Code of Conduct in any matter appearing on the agenda are invited to declare that interest at this stage.

1. **APOLOGIES FOR ABSENCE**
2. **ELECTION OF CHAIRMAN & VICE CHAIRMAN**
3. **DECLARATIONS OF ACCEPTANCE OF OFFICE**
5. **ELECTION OF OFFICERS & COMMITTEES**
6. **PUBLIC SESSION**
7. **MINUTES OF PARISH COUNCIL MEETINGS**  
**Minutes of the Parish Council meetings 7<sup>th</sup> January 2019, 1<sup>st</sup> April 2019 & Planning meeting 16<sup>th</sup> April 2019.**
8. **MATTERS ARISING**
9. **ACCOUNTS AND FINANCE**
  - 9.1 Parish Council accounts to 6<sup>th</sup> May 2019 (See Appendix 1)
  - 9.2 Annual Governance and Accountability Return 2018/19
    - i) Review and approve the Annual Governance Statement 2018/19 (section 1 page 4 of the Annual Return 31<sup>st</sup> March 2019)
    - ii) Consideration, approval and signing of the Annual Accounting Statements 2018/19 (Section 2 page 5 of the Annual Return 31<sup>st</sup> March 2019.)
10. **HIGHWAYS AND GROUNDS MAINTENANCE**
  - 10.1 Highways report/update –
    - a) Consider requesting a speed restriction on B2162b) Consider footpath signage for path from Back Lane to the Green.
  - 10.2 Street lighting
11. **PARISH COUNCIL ADMINISTRATION**
  - 11.1 Agreement to renew lease for Parish Office with Village Hall committee (1<sup>st</sup> June 2019).
  - 11.2 Agreement to current renewal terms of the Council's annual insurance contract with Aviva.
  - 11.3 Traffic solutions
  - 11.4 Neighbourhood Planning
  - 11.5 Emergency Planning
  - 11.6 Quote for additional electricity power point on the Village Green
  - 11.7 Quote for Parish Council delegates system and sounds system for Village Hall
  - 11.8 Report back from Play dale on Play area- discuss/decide actions required
  - 11.9 Discuss Risk assessment of Parish Council owned Buildings and confirm actions required
  - 11.10 Quotation for regular deep clean of Village Green shelter.
  - 11.11 APM agree format and refreshments.

- 11.12 KALC Area Meeting 12h June- agree guest speaker/refreshments  
 11.13 Discuss Borough of Fields Project (TWBC) and the Council's potential support in this.

**12. UPDATES (no decisions)**

Updates and meetings attended (updates and feedback from meetings attended and held by council members)



Lucy Noakes  
 Clerk to Horsmonden Parish Council, 01892 724989

29th April 2019

THE PUBLIC AND PRESS ARE WARMLY INVITED TO ATTEND THE MEETING

**APPENDIX 1**

**Horsmonden Parish Council Accounts as at 1st April 2019**

**Balances**

Current account with Co-operative Bank PLC b/fwd. (assuming all debits and credits have cleared the account)	£	23,531.32
Account with Unity Trust b/fwd.	£	50,000.00
HSBC Money manager Account	£	70,578.40
Interest on HSBC	£	8.14

Item	Ref	Receipts	Payments
Castle Water - supply public toilets	D/D		£ 19.99
B&CE Holdings _ April pension Mrs L Noakes	D/D		£ 63.10
Mrs L Noakes April Salary plus overtime	S/O		£ 1,213.73
Ms J Stanton April Salary plus overtime	S/O		£ 917.16
Watson Wild & Baker LTD - Risk assessments	BACS		£ 1,428.00
G Bridgland Ltd - supply new trees	BACS		£ 854.40
Specialist Hygiene Services - April Cleaning	BACS		£ 281.47
Viking - stationery	BACS		£ 79.99
BHIB Ltd - Parish Council annual insurance premium	BACS		£ 1,801.98
E.On Street lighting supply Jan-Mar 19	BACS		£ 654.95
Trevor Simms - repairs and anti-graffiti shelter	BACS		£ 174.00
Mrs J Stanton - travel costs	CN 300001		£ 29.25
HM Revenue and Customs Tax and NI April 2019	CN300002		£ 394.23
KALC Annual Subscription	CN300003		£ 820.90

Current Accounts at 06.05.2019	£	64,798.17
HSBC Money Manager Account at 06.05.2019	£	70,586.54
(assuming all credits and debits have cleared the account)		

**TOTAL BANK: £ 135,384.71**