Louise Goldsmith – Clerk Falmouth Place, Five Oak Green TN12 6RD clerk@capel-pc.org.uk

To All Parish Councillors.

ALL COUNCILLORS ARE HEREBY SUMMONED to a **meeting of the PARISH COUNCIL** to be held Capel Village Hall, Falmouth Place, Five Oak Green at **7.30pm on Monday 26 June 2023** when it is proposed to transact the business shown in the agenda below. The Meeting will be open to the press and public (*Public Bodies (Admission to Meetings) Act 1960*)

Louise Goldsmith

Clerk

Date of Issue: 20 June 2023

AGENDA

Minute Agenda

No	No	
	1) Administration – Fire Exits, Fire Meeting Point, Mobile Phones, intention to record.	
1062	2) APOLOGIES – to receive and accept apologies for absence (LGA 1972 s85 (1))	
1063	3) DECLARATIONS OF INTEREST. To receive declarations of pecuniary and non- pecuniary interests.	

Where any councillor has a Disclosable Pecuniary Interest (as defined in the Members' Code of Conduct) in any matter to be considered at a meeting of the Council, a committee or sub-committee they must withdraw from the meeting room during the the consideration of that matter and must not participate in any vote on that matter unless a dispensation has been obtained from the Monitoring Officer.

1064 4) CHAIRMAN'S ANNOUNCEMENTS

1065 5) APPROVAL OF MINUTES

To consider the minutes of the Annual Parish Council Meeting and Full Council meeting of the 15 May 2023 an if in order to authorise the Chair to sign as a true and accurate record. (LGA 1972 sch. 12, para 41(1))

1066 6) CLERKS REPORT/PAST MATTERS (Information purposes only)

1067 7) OPEN SESSION - To adjourn the meeting to enable any members of the public present to address the Council.

1068 8) EXTERNAL REPORTS

a) Borough Councillors Report

b) County Councillors Report

1069 9) COMMITTEE REPORTS

- a) Finance & Resources Committee
 - i) To receive the accounts
 - ii) To receive the bank reconciliation as at 26 June 2023
 - iii) To receive the minutes of the meeting held on the 22 May 2023
 - iv) To approve a retrospective application to Helping Hands for grant funding
 - v) To discuss projects for the UK Shared Prosperity Funds Round 2
 - vi) To agree to instruct Capel Groundcare to build and install a stand for the Queen Canopy Project at an estimated cost of £411.69.
 - vii) To appoint a legal representative to draw up a corrective leasehold agreement for the CCA/village hall
 - viii) To agree a proposal to invest £30,000 from the Memorial Cottages Savings Account into a bond with Hampshire Trust for 2 years, fixed interest of 4.2%
 - ix) To consider the total cost of the Alders Road speed reduction scheme
 - x) To receive a list of payments for approval

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- b) Staff, Office & Administration Committee
 i) To receive the minutes of the meeting held on the 15 June 2023
 ii) To approve a CCTV policy and Dignity at Work policy.
- c) Planning Committee To receive the minutes of the meeting held on the 15 May 2023
- d) Flooding Panel
- e) Memorial Cottages & Housing Working Groupi) To receive the minutes of the meeting held on the 15 June 2023
- f) Recreation Ground and Allotments Working Group
 i) To receive the minutes of the meeting held on the 14 June 2023
- g) Neighbourhood Plan Working Party
 i) To receive the minutes of the meeting held on the 14 June 2023
 ii) Regulation 14 Consultation: To consider the responses

1070 10) PARISH MATTERS

- a) Local Plan Examination Update: To receive an update
- b) Climate Change Initiatives
- c) Citizen of the Year Nominations: To receive nominations and take a vote
- d) Capel Fete:

i) To consider a request to use the recreation ground 30 June & 1 July 2023
ii) To consider a grant funding application to cover the cost of the insurance
iii) To consider a request to install temporary toilets for the event

- e) Community Ownership Fund Round 3: To consider an application on behalf of the CCA Trustees.
- f) Kent Police: To receive an update.

1071 11) HIGHWAYS

a) Highways Improvement Plan:

i) SID Scheme: To receive an update

- ii) Proposal for a crossing on Five Oak Green Road: As above
- iii) Proposal Speed Reduction Alders Road: To receive an update
- b) Bridge replacement and proposed removal of motorcycle barrier, Footpath WT194
- c) Proposed closure of KCC Waste Sites

1072 12) REPRESENTATION AT MEETINGS

- i) KALC Meeting
- ii) Parish Chairmen's Group Meeting
- iii) Joint Transportation Board
- iv) CCA
- v) Other External Meetings

1073 13) CORRESPONDENCE/CONSULTATIONS

1074 14) ANY CONFIDENTIAL MATTERS

15) DATE OF THE NEXT MEETING

Full Council Meeting: Monday 31 July 2023 at 7.30pm

Legislation allows for meetings to be recorded by anyone attending. Persons intending to record or who have concerns about being recorded should please speak to the Clerk ahead of the meeting.