Capel Parish Council

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 30 October 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: 25 October 2023

AGENDA

Minute Agenda No No

- 1) Administration Fire Exits, Fire Meeting Point, Mobile Phones, intention to record.
- 1103 2) APOLOGIES to receive and accept apologies for absence (LGA 1972 s85 (1))
- 1104 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.

- 1105 4) CHAIRMAN'S ANNOUNCEMENTS
- 1106 5) APPROVAL OF MINUTES

To consider the minutes of the Full Council meeting of the 25 September and if in order to authorise the Chair to sign as a true and accurate record. (LGA 1972 sch. 12, para 41(1))

- 1107 6) CLERKS REPORT/PAST MATTERS (Information purposes only)
- 7) OPEN SESSION To adjourn the meeting to enable any members of the public present to address the Council.
- 1109 8) EXTERNAL REPORTS
 - a) Borough Councillors Report
- b) County Councillors Report
- 1110 9) COMMITTEE REPORTS
 - a) Finance & Resources Committee
 - i) To receive the accounts.
 - ii) To receive the bank reconciliation as at 30 September 2023.
 - iii) To receive the minutes of the meeting held on the 23 October 2023
 - iv) To adopt the Financial Regulations, Asset Register and Risk Assessment
 - v) To approve a proposal to increase the Clerk's salary to scale SCP 26
 - vi) To receive a list of payments for approval
 - b) Staff, Office & Administration Committee

To receive the minutes of the meeting held on the 20 October 2023 and an update on the printer/photocopier and website.

c) Planning Committee

To receive the minutes of the meeting held on the 25 September 2023

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- d) Flooding Panel To receive any update.
- e) Memorial Cottages & Housing Working Group
 To receive the minutes of the meeting held on the 20 October 2023
- Recreation Ground and Allotments Working Group To discuss the replacement of the external toilet doors
- g) Neighbourhood Plan Working Party To receive an update on the Regulation 16 Consultation and External Examination

1111 10) PARISH MATTERS

- Local Plan Examination Update: To receive an update from a meeting held with TWBC on the 27 September 2023
- b) Climate Change Initiatives
- c) Mobile Coverage
- d) Secondary School provision in Cranbrook
- e) Christmas: Carol Service, Christmas tree and lights
- f) Request to sell pizzas in village hall car park
- g) Meeting Dates 2024
- h) Kent Police: To receive feedback from a meeting with PC Connor Geelan held on the 12 October 2023 and to nominate a representative to attend the online meeting with Kent Police due to be held on the 17 November 2023

11) HIGHWAYS

- 1112
 - a) Highways Improvement Plan:
 - i) SID Scheme: To receive the results of the consultation and to discuss the next steps.
 - ii) Proposal for a crossing on Five Oak Green Road: To receive an update.
 - iii) Proposal Speed Reduction Alders Road: To discuss the next steps
 - iv) Dangerous driving on Castle Hill

1113 12) REPRESENTATION AT MEETINGS

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

1114 13) CORRESPONDENCE/CONSULTATIONS

1115 14) ANY CONFIDENTIAL MATTERS

1116 15) DATE OF THE NEXT MEETING

Full Council Meeting: Monday 27 November 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.