

Capel Parish Council

Louise Goldsmith – Clerk
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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 25 March 2024** 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: 19 March 2024

AGENDA

Minute No Agenda No

- 1) Administration – Fire Exits, Fire Meeting Point, Mobile Phones, intention to record.
- 1176 2) **APOLOGIES** – to receive and accept apologies for absence (*LGA 1972 s85 (1)*)
- 1177 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.
- 1178 4) **CHAIRMAN'S ANNOUNCEMENTS**
- 1179 5) **APPROVAL OF MINUTES**
To consider the minutes of the Full Council meeting of the 26 February 2024 and if in order to authorise the Chair to sign as a true and accurate record.
(*LGA 1972 sch. 12, para 41(1)*)
- 1180 6) **CLERKS REPORT/PAST MATTERS (Information purposes only)**
- 1181 7) **OPEN SESSION** - To adjourn the meeting to enable any members of the public present to address the Council.
- 1182 8) **EXTERNAL REPORT**
 - a) Borough Councillors Report
 - b) County Councillors Report
- 1183 9) **COMMITTEE REPORTS**
 - a) Finance & Resources Committee
 - i) To receive the accounts.
 - ii) To receive the bank reconciliation as at 31 January 2024
 - iii) Capel Village Hall new lease and proposals for the future of the hall
 - iv) Member Grants: To receive an update.
 - v) Grant Funding Request: To consider a request for grant funding from the Counselling Centre, Tunbridge Wells
 - vi) Container: To consider the sale of the container on the allotments
 - vii) Bus Stop Hartlake Road: To approve a quote for repairs to the roof
 - viii) To receive a list of payments for approval
 - b) Staff, Office & Administration Committee

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- c) Planning Committee
To receive the minutes of the meeting held on the 26 February 2024
- d) Flooding Panel
- e) Memorial Cottages & Housing Working Group
- f) Recreation Ground and Allotments Working Group
To receive an update on the replacement doors for the public toilets.
To receive an update on a new pump for the allotments
Annual Tree Survey
- g) Neighbourhood Plan Working Party

1184 10) PARISH MATTERS

- a) Local Plan Examination Update:
- b) Climate Change Initiatives
- c) Annual Parish Meeting
- d) Citizen of the Year Award
- e) Emergency Plan
- f) Elections
- g) Speedwatch
- h) Kent Police: To receive any update

1185 11) HIGHWAYS

- a) Highways Improvement Plan:
 - i) SID Scheme: To receive an update
 - ii) Annual Review of the HIP

1186 12) REPRESENTATION AT MEETINGS

- a) KALC Meeting
- b) Parish Chairmen's Group Meeting
- c) Joint Transportation Board
- d) Other External Meetings

1187 13) CORRESPONDENCE/CONSULTATIONS

Public Consultation on the Draft Royal Tunbridge Wells Town Centre Plan - Vision 2040. (Regulation 18 (Part 1) Consultation).

1188 14) ANY CONFIDENTIAL MATTERS

1189 15) DATE OF THE NEXT MEETING

Annual Parish Meeting: Monday 15 April 2024 at 7.30pm

Full Council Meeting: Monday 29 April 2024 at 7pm

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.