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 29 July 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: 23 July 2024

AGENDA

Minute Agenda No No

- 1) Administration Fire Exits, Fire Meeting Point, Mobile Phones, intention to record.
- 1245 2) APOLOGIES to receive and accept apologies for absence (LGA 1972 s85 (1))
- **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.

- 1247 4) CHAIRMAN'S ANNOUNCEMENTS
- 1248 5) APPROVAL OF MINUTES

To consider the minutes of the Full Council meeting of the 1 July 2024 and if in order to authorise the Chair to sign as a true and accurate record. (LGA 1972 sch. 12, para 41(1))

- 1249 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.
- 1251 8) EXTERNAL REPORT
 - a) Borough Councillors Report
- b) County Councillors Report
- 1252 9) COMMITTEE REPORTS
 - a) Finance & Resources Committee
 - i) To receive the minutes of the meeting held on the 9 July 2024
 - ii) To receive the accounts.
 - iii) To receive the bank reconciliation as at 30 June 2024
 - iv) UKSPF Community Grant Application: To receive any update
 - v) To adopt the revised Financial Regulations
 - vi) To receive a list of payments for approval
 - b) Staff, Office & Administration Committee
 - Planning Committee
 To receive the minutes of the meeting held on the 1 July 2024
 - d) Flooding Panel

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- e) Memorial Cottages & Housing Working Group
- f) Recreation Ground and Allotments Working Group
 - i) To receive the minutes of the meeting held on the 16 July 2024
 - ii) To receive an update on the outdoor gym project
 - iii) To approve revised terms of reference
- g) Highways and Transportation Committee
 - i) To receive the minutes of the meeting held on the 15 July 2024
 - ii) To approve revised terms of reference

1253 10) PARISH MATTERS

- a) Local Plan Examination Update
- b) Neighbourhood Plan Update
- c) Kent Police: To receive any update

1254 11) REPRESENTATION AT MEETINGS

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

1255 12) CORRESPONDENCE/CONSULTATION

None to consider.

1256 13) ANY CONFIDENTIAL MATTERS

1257 14) DATE OF THE NEXT MEETINGS

Planning Committee: Monday 2 September 2024 at 7pm

Finance & Resources Committee: Monday 2 September 2024 at 7.30pm

Full Council Meeting: Monday 30 September 2024 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.