



## St Nicholas-at-Wade & Sarre Parish Council



Dear Councillor,

You are summonsed to attend the next Parish Council meeting for the purpose of transacting the business included in the agenda below. If you are not able to attend, please inform me of the reason as soon as possible.

### **PARISH COUNCIL MEETING AGENDA** **Tuesday 12th April 2016 7.30pm – 9.30pm** **The Pavilion, Bell Meadow**

**Parish Councillors:** Sarah McManus (Chair), Barbie Sokoya, Gordon Bryant, Ticia Cheniston, Andrew Field, Val McManus, Sonya Smyth, Alison Higginson & Peter Radclyffe  
**Thanet District Council Councillors:** Derek Crow-Brown, Ken Gregory & Bob Grove  
**Kent County Council Councillor:** Roger Latchford  
**Clerk to the Council:** Paul Drake  
**Kent County Council Community Warden:** Tony Gander  
**Kent Police PCSO:** Craig Raisbeck

**1 APOLOGIES FOR ABSENCE**

**2 DECLARATIONS OF INTEREST**

To receive disclosures of any personal or prejudicial interests from councillors relating to matters on the agenda.

**3 PREVIOUS MINUTES**

To approve minutes from the meeting held on 8th March 2016 (Appendix 1).

**4 CHAIR'S REPORT**

To receive the Chair's report.

**5 CLERK'S REPORT / CORRESPONDENCE**

To receive the Clerk's report and details of correspondence received.

**6 PARISH COUNCILLOR'S REPORTS**

To receive the councillors' reports.

**7 THANET DISTRICT COUNCIL COUNCILLORS' REPORTS**

To receive the councillors' reports.

**8 KENT COUNTY COUNCIL COUNCILLOR'S REPORT**

To receive the councillor's report.

**9 KENT COUNTY COUNCIL COMMUNITY WARDEN & KENT POLICE PCSO'S REPORT**

To receive the Community Warden & PCSO's report.

**10 PLANNING APPLICATIONS** (Applications can be viewed before the meeting by going to [www.ukplanning.com/thanet](http://www.ukplanning.com/thanet) and typing in the relevant application number). Clerk: Paul Drake

Chair: Sarah McManus

**We serve our community**

(a) F/TH/16/0276 - Apple Lodge, Canterbury Road, St Nicholas-at-Wade (Erection of two storey side extension and single storey rear extension, and alterations to roof to accommodate loft conversion without compliance to condition 2 of the planning permission F/TH/15/0056 to allow for the insertion of 2No velux windows).

(b) To consider an update on the proposed Manor Road housing developments.

**11 PUBLIC PARTICIPATION SESSION**

Up to 15 minutes will be allowed for members of the public to ask questions or make representations relating to any of the business on the agenda in accordance with Council Standing Order 3(e).

**12 FINANCE**

(a) To approve the March bank reconciliation.

(b) To approve payment of invoices in the April payment schedule.

(c) To consider the Q4 budget update.

(d) To consider an internal transfer of funds between bank accounts.

**13 PARISH ACTION PLAN**

To consider the updated version of the Plan (Appendix 2), focussing on any objectives shown as behind schedule and updates on the following specific actions which require approval:

(a) To approve results from the process to employ a Handyman (Action 29) and the new employee's draft contract (Appendix 3).

(b) To consider whether to complete a Neighbourhood Development Plan (Action 43).

**14 POLICIES & PROCEDURES**

To review and approve the Risk Management statement (Appendix 4) & Internal Control Systems Statement (Appendix 5).

**15 PAVILION SIGN**

To consider WCSA plans to erect an external sign at the Pavilion.

Signed \_\_\_\_\_ (Clerk to the Council)