



To Parish Councillors, members of the public and press.

Members are hereby summoned and notice is given that the **Annual Meeting of the Parish Council** will be held in the **Newington Room** at **Newington Village Hall** on **Tuesday 29 May 2018**, following the Annual Parish Meeting which starts at **7pm**, when it is proposed to transact the following business:

1. ELECTION OF CHAIRMAN

To elect a Chairman and receive their Declaration of Office

2. ELECTION OF VICE CHAIRMAN

To elect a Vice Chairman and receive their Declaration of Office

3. APOLOGIES FOR ABSENCE

To receive and accept apologies for absence

4. DECLARATIONS OF INTEREST

Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Newington Parish Council Code of Conduct for Members and by the Localism Act 2011.

5. TO APPOINT COMMITTEES, COMMITTEE CHAIRMAN AND VICE CHAIRMAN

6. TO APPOINT REPRESENTATIVES TO EXTERNAL BODIES

i. To confirm - Representatives at KALC Swale Committee Meetings

ii. To confirm and update - Councillors areas of Interest

7. MINUTES OF THE PARISH COUNCIL MEETING HELD ON 24 APRIL 2018

To consider the minutes of the meetings and if in order sign as a true record

8. MATTERS ARISING FROM THE MINUTES

9. PUBLIC QUESTION TIME

This is a concessionary short session and will be limited to ten minutes. Five minutes per person will be allowed initially and only if time permits will further comments be heard.

10. VISITORS

i. Borough Councillors

ii. County Councillor

11. PLANNING

i. To receive the minutes of the Planning Committee meeting held on 24 May 2018

ii. To receive an update on planning matters

iii. Ref: KCC/SW/0077/2018

Address: Newington CEP School, School Lane, Newington, Sittingbourne, Kent, ME9 7L

Proposal: Retrospective planning application for the erection of a 2.3m high 57m long fence along one boundary of the sports field

12. AMENITIES COMMITTEE

i. To receive the minutes of the Amenities Committee meeting held on 22 May 2018 and consider the recommendations

ii. To consider tenders for Recreation Ground maintenance

iii. Annual Risk Assessment

13. VILLAGE VOICE AND MEDIA

To receive an update

14. FINANCE

i. To receive end of year finance report

ii. Annual Governance Statement

To agree the statement.

iii. Annual Return for the Year Ended 31 March 2018

To receive the end of year return and to consider the adoption and signing of the return.

iv. Cheque list: to consider invoices for payment

- v. Insurance renewal
- vi. Any other finance matter received by 29 May 2018

15. ADMINISTRATION

Parish Council Website- to consider change to HugoFox

16. CHURCHYARD AND CEMETERY

- i. To receive an update of the Churchyard and Cemetery
- ii. Annual Risk Assessment

17. HIGHWAYS

- i. To receive an update of roads and pavements
- ii. Swale Joint Transportation Board petition

18. STREET LIGHTING

To receive an update

19. REPORTS FROM MEMBERS

To receive reports from Members on KALC; Village Hall, School Governor; Meetings.

20. CORRESPONDENCE

21. ANY OTHER BUSINESS– This for information only and no decision can be made on items raised.

Date of next meeting: Tuesday 26 June 2018

Wendy Licence

Clerk to Newington Parish Council

Date: 23 May 2018

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.