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The Mission Hall
Forge Hill
Aldington
Kent
TN25 7DT

TO MEMBERS ALDINGTON AND BONNINGTON PARISH COUNCIL.

YOU ARE HEREBY SUMMONED to attend the annual meeting of the **PARISH COUNCIL** to be held on **Monday 13th May 2019 at 7.30 pm** in the Aldington Eco Centre, Goldwell Lane, Aldington.

Peter Setterfield

Peter Setterfield PSLCC
Parish Clerk.

AGENDA.

- 1. To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office.**
- 2. To elect the Vice Chairman of the Council and to receive the Vice Chairman's Declaration of Acceptance of Office.**
- 3. To receive apologies for absence.**
- 4. To receive any declarations of interest from Members.**
Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Aldington and Bonnington Parish Council Code of Conduct for Members and by the Localism Act 2011.
- 5. Public Participation Session**
This provides an opportunity for members of the public to raise questions about and comment on items on the agenda. Time for this session is limited to 15 minutes (3 minutes per person).

6. To approve the minutes of the Parish Council meeting held on 8th April 2019 and of the Planning Committee meeting held on 8th April and 29th April 2019.

7. Insufficiency of candidates at ordinary election (co-option)

Section 21 of the Representation of the People Act 1985 provides that where an insufficient number of candidates is validly nominated at an ordinary local council election to fill the vacancies on the council, those who have been validly nominated are automatically elected as councillors. Provided that those elected constitute at least a quorum (three), the council (e.g. those elected unopposed) may co-opt any person or persons to fill the vacancies.

Before exercising the power of co-option, the council does not have to give public notice of the vacancy or vacancies. However it is best practice for the Parish Clerk to give public notice of the vacancies to attract possible candidates for co-option

The Parish Council is asked to delegate the placing of the notice to the Parish Clerk in accordance with Section 101 of the Local Government Act 1972.

8. Finance:

The Parish Council is asked to approve the payment of the cheques on the attached schedule of payments.

RECOMMENDATIONS:

- 1. To receive and note the items of expenditure and approve payment.**
- 2. To authorise the transfer of £3,000.00 from deposit account to current account.**

9. Financial Year 2018/19 end of year analysis:

Report ABPC/19/01 brings to the attention of councillors a summary of the Parish Council's performance against its budget for the year ended 31st March 2019.

10. Report of the Independent Internal Auditor:

Report ABPC/19/02 encloses the report of the Independent Internal Auditor who has been asked to complete the Annual Internal Audit Report section of the Annual Governance and Accountability Return to the Council's External Auditor, PKF Littlejohn LLP.

11. Statement On Internal Control For The Year Ended 31 March 2019 – Annual Governance Statement.

Report ABPC/19/03 details the Statement on Internal Control to support the Annual Governance Statement required as part of the Annual Governance and Accountability Return for the year ended 31st March 2019.

12. Statement Of Accounts For The Year Ended 31 March 2019:

Report ABPC/19/04 attaches the Statement of Accounts for 2018/19.

13. Appointment Of Internal Auditor:

The Parish Council is required by Regulation 5(1) of the Accounts and Audit Regulations 2015 to 'undertake an effective internal audit to evaluate the effectiveness

of its risk management, control and governance processes, taking into account public sector internal auditing standards or guidance’.

The Parish Council is therefore requested to consider appointing Mr H J Hoad as its independent internal auditor for the financial year 2019/2020.

14. Asset Register

REPORT ABPC/19/05 brings to the Parish Council a copy of the asset register compiled from the Parish Council’s records.

15. General Power of Competence:

REPORT ABPC/19/06: The Parish Council has benefited from the use of the General Power of Competence since 2015. Legislation requires that the Parish Council must resolve at its annual meeting following an election that it continues to meet the criteria set out as detailed in the report.

16. Schedule Of Meeting Dates

The Parish Council is asked to approve and adopt the schedule of meeting dates for the municipal year 2019/20 attached to this agenda.

17. Parish Council Appointees

REPORT ABPC/19/07 brings to the attention of Councillors a number of roles undertaken on behalf of the Parish Council by its members. As part of the Parish Council’s annual procedures it is asked to nominate members to undertake the various roles.

18. Aldington Village Hall:

Councillor Boulding to provide an update at the meeting.

19. Allotments

Councillor Kemp to provide an update at the meeting.

20. Planning:

1. **Otterpool Park:** To consider the Parish Council’s response to Folkestone and Hythe District Council on the outline planning application. Draft response to follow.
2. **To consider any planning applications received prior to the meeting.**

21. Correspondence:

1. **Information Commission Office Newsletter**
2. **Rural Network Services – weekly news digest 9th April 2019**
3. **Rural Network Services – weekly news digest 16th April 2019**
4. **Rural Network Services – weekly news digest 24th April 2019**
5. **Rural Network Services – weekly news digest 30th April 2019**
6. **Rural Network Services – weekly news digest 8th May 2019**
7. **Kent Association of Local Councils Newsletter April 2019**

22. Any Other Business:

Any items raised are for information only, any matters requiring a decision will be placed on the next available Agenda for the Council.

Schedule of payments for 13th April 2019.

Cheques issued prior to the meeting

Chq No.	Payee	Detail	Amount
1397	CPRE	Annual subscription	£36.00
1398	Noticeboard Company	Purchase	£1,892.28
1399	Information Commissioners Office	Annual subscription	£40.00

Cheques to be signed at the meeting

Chq No.	Payee	Detail	Amount
1400	Harmer & Sons	Grounds maintenance	£966.00
1401 & 1402	Staff costs		£1,330.31
1403	C Fowler	Reimbursement	£12.98
1404	Aldington Village Hall	Room Hire	£16.00
1405	Mr H J Hoad	Internal Audit	£190.00