

WEST MALLING PARISH COUNCIL

NOTICE IS HEREBY GIVEN OF A MEETING OF THE PARISH COUNCIL
TO BE HELD ON MONDAY 5TH JUNE 7.30 PM.
AT WEST MALLING VILLAGE HALL, NORMAN ROAD, WEST MALLING

AGENDA

1. **Apologies for Absence**
2. **Declarations of Interest** – to receive
3. **To approve the minutes** of the Parish Council meeting held on 15th May 2023.
4. **Matters Arising** from the minutes not otherwise on the agenda
5. **Chairman's Announcements**
6. **Questions from members of the public and councillors**
7. **Policing Matters**
 - 7.1 **Police Update** – to receive letter from Inspector Terry Newman, Tonbridge & Malling Community Safety Unit.
 - 7.2 **Other Policing Matters**

Matters requiring decisions

8. **Post Election Paperwork**
 - 8.1 **Declarations of Office** – to note that all parish councillors have now signed their declarations.
 - 8.2 **Councillor Privacy Notice / Acceptance of Electronic Summons** – to note the contents of this document - to be completed by Councillors.
9. **Local Plan**
 - 9.1 **Updates** – to receive any updates and to note the progress of the joint parish Green Belt extension petition.
10. **West Malling Public Conveniences** – to receive an update if available.
11. **Tennis Court Construction Contract** – to receive recommendation from the Amenities Committee to enter into a contract with Sovereign-Sports, the amended contract sum being £46,770.00. This work is to be funded using Section 106 monies.
12. **Parish Infrastructure Statement Annual Review** – to agree a minor amendment.

13. **Rotary House – Asset of Community Value Status** – the Parish Council understands that the site is to be taken off the Asset of Community Value Register once TMBC have confirmed with KCC the date of the sale of the property and that this date falls within the 18month protected period. Members to consider if they would wish to re-nominate the site once it has been removed from the register.
14. **Four Year Plan** meeting – to agree a date.
15. **Standing Orders** – to agree minor changes as highlighted.
16. **Financial & Administrative Matters**
 - 16.1 **Accounts for Payment** - to receive
 - 16.2 **Financial Statement up to 31st May 2023** – to receive
 - 16.3 **Safeguarded Sums and Asset Register** – to receive
 - 16.4 **Audit 2022/2023** – to note receipt of the internal auditor’s written report and signature of the 22/23 statement.
 - 16.5 **Audit 2022/2023** – to complete Section 1 Annual Governance Statement 2022/23 for audit purposes (deadline 30th June 2023)
 - 16.6 **Audit 2022/2023** – to complete Section 2 Accounting Statement 2022/23 for audit purposes (deadline 30th June 2023)

Matters for Report

17. **To receive/approve**, as appropriate, the reports of committees and representatives:
 - 17.1 **Planning Committee** – to receive, for information, the draft minutes of the meeting held on 22nd May.
 - 17.2 **Climate Change & Biodiversity Action Group** – to receive, for information, notes of the meeting held on 22nd May.
 - 17.3 **Broadwater Action Group**
 - 17.4 **Malling Action Partnership (M.A.P.)**
 - 17.5 **School Governors**
 - 17.6 **Malling Society**
 - 17.7 **Chamber of Commerce / Christmas Lights Committee** – to receive a report of the meeting held on 25th May.
 - 17.8 **Tonbridge & Malling Borough Council:**
Parish Partnership Panel – to note that the next meeting is provisionally scheduled for 15th June – in person meeting.
 - 17.9 **KALC/NALC/ACRK/CPRE**
KALC T&M meeting – to note that the next meeting date is scheduled for 13th July.
KALC News – to note that the CC&BAG has been asked to draft a report for the July newsletter.
Councillor Conference – to note that this will take place on 6th July at Appledore Village Hall.

Administration

18. **Committee Meeting dates** – to agree/note dates for meetings where necessary and/or receive update on progress of:

Planning – Monday 12th June – The Clout (daytime) tbc
Amenities – Monday 12th June – West Malling Village Hall, 7.30pm
Climate Change & Biodiversity Action Group – Monday 19th June – Clout 6.30pm
Highways – Monday 19th June – Clout, 7.30pm
Planning – Tuesday 27th June – West Malling Village Hall, 7.30pm – tbc
Macey's Meadow Advisory Committee – Wednesday 28th June, 7.30pm

July Full Council – 3rd July

19. **Report of Borough Councillor**

20. **Report of County Councillor**



Claire Christmas
Clerk to the Parish Council
9 High Street, West Malling
01732 870872
clerk@westmallingspc.org