



**Agenda is available on [appledorekent.org](http://appledorekent.org)**

## **6<sup>th</sup> May 2021 Notice of Virtual Annual Meeting of the Parish Council**

You are hereby given notice that a Virtual Meeting of the Parish Council will be held on  
6<sup>th</sup> May 2021, commencing 19:30hr.

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder

Mary Philo ..... Clerk to Appledore Parish Council      Dated 29<sup>th</sup> April 2021

**Members of the public are welcome to join  
through the Zoom platform on**

<https://us02web.zoom.us/j/86807274649>

Meeting ID: 868 0727 4649

It would be helpful if members of the public could email the Clerk that they wish to attend by  
5pm on the date of the meeting ([apc.mphilo@gmail.com](mailto:apc.mphilo@gmail.com))

### **Agenda**

#### **1. Formalities**

I) Establish Quorum (LGA Act 1972 sch12, 12/28/45)

II) Election of Chairman

**To elect the Chairman of the council and to receive the Chairman's declaration of acceptance of office.** Acceptance of office to be signed at a later date

(Local Government Act 1972,15(1) & (2))

III) Election of Vice Chairman

**To elect the Vice Chairman**

IV) Apologies and Reasons for Absence (LGA Act 1972 sch12, 12)

V) Declarations of Interest: (Code of Conduct)

a) Members of the council should declare any Disclosable Pecuniary Interest, (DPI), or any other significant interests, (OSI), in any item(s) on this agenda, in accordance with the council's Code of Conduct.

b) Requests for dispensations

#### **2. Approval of Draft Minutes**

**To agree the minutes of the meetings held on 12<sup>th</sup> April 2021, (already circulated to councillors) as a true record.** (Available on <http://www.appledorekent.co.uk>)

(LGA Act 1972 sch12,19.1)

**At this point the meeting will be adjourned for the public session.**

In line with our standing orders, this session will last for 15 minutes. Members of the public will have 3 minutes to ask one question or make a statement on an item on the agenda except for the minutes. Should you wish to address other issues please contact the clerk or chairman at a later date. The public are welcome to stay and observe the rest of the meeting but are reminded that they cannot take part.

District and County Councillors may also report during the adjournment.

**The meeting to reconvene.**

**4. Appointment of members to outside organisations.**

**I) To elect a representative for Friends of Appledore Train Station.**

**To agree to elect Helen Hennig as FoAS representative.** Elected members will report to council, as appropriate, following attendance of meetings

**II) To elect two representatives to attend the Kent Association of Local Councils (KALC) Annual Meeting.**

**To agree to elect Roger Hiskey and Helen Hennig as representatives to attend KALC Annual Meeting.** Elected members will report to the council following attendance of meetings

**III) To elect a representative for Appledore Recreation Ground Management Committee (ARGMC)**

**To elect Derek Winter as representative to ARGMC.** Elected members will report to the council following attendance of meetings

**IV) To elect two representatives for the Appledore Village Hall Committee (AVHC)**

**To elect James Perkins and Derek Winter as representatives to AVHC.** Elected members will report to council, as appropriate, following attendance of meetings

**5. Allocation of council members' responsibilities as leading councillors who oversee that area of council work. (Major decisions to be put to the full council for voting).**

Highways	Helen Hennig
Planning	All Councillors
Website	Chris Vane with the Clerk
HR/Training/Communications	Chairman, Vice Chairman and Clerk
Development of Council Field, Hall Refurbishment and Linear Park	James Perkins, Chris Vane and Derek Winter
Parish Plan -	Update to be considered following the completion of all building and associated works involved with the council field
Resilience Plan -	Clerk to have a watching brief
Court Lodge Car Park	Charles Wilkinson
External Affairs (Community transport county associations, climate change)	Roger Hiskey

## 6. Planning

### 6.1 Planning Decisions by Ashford Borough Council:

a) 21/00190/AS Manclark Cottage, Woodchurch Road: Wildlife pond for Great Crested Newts – Permitted

### 6.2 Planning applications to consider

a) 21/00665/AS Land South of May House: Construction of a 4 bedroom detached residential chalet bungalow with attached garage and associated parking.

## 7. Finances

### 7.1 Bank Account and Financial Year End Report

As at 31<sup>st</sup> March 2021 £.105,752.48. Financial report is available from the website

<https://www.appledorekent.org>

### 7.2 March Receipts

£0.55	March Bank Interest
£267.64	EDF solar panels feed in tariff payment
£344.56	HMRC vat refund claim
£70,000.00	Girtings Solicitors: cash element of the sale of the council field

### 7.3 Payments made in April

£305.00	Mike Cuerden: Internal Audit Fee (no vat)
£191.44	M Philo refund: £180 Laptop drive replacement, £8.75 Toilet cleaner, £1.70 stamps (vat £2.79)
£392.42	Kent Association of Local Councils annual subscription (£65.40 vat)
£1,159.36	April Salaries

### 7.4 Internal Audit and statement of Internal Control

Having considered the internal auditors report, **to agree the statement of Internal Control.** Chairman and Clerk to sign after the meeting.

### 7.5 Annual Return Section 1

Having considered the 9 assertions, **to agree Annual Governance, Section 1.** Chairman and Clerk to sign after the meeting.

### 7.6 Annual Return Section 2

Having reviewed the paperwork, **to agree the Annual Accounts Section 2.** Chairman to sign after the meeting.

## 8. Information for Councillors

Keep Britain Tidy Campaign 28<sup>th</sup> May – 13<sup>th</sup> June Residents are requested to participate to help maintain the countryside roads and footpaths clear of rubbish. The clerk will be organizing residents in small groups over that period.

## 9. Date of Next Meeting

To be confirmed 2021, 7.30pm, St. Peter and St. Paul