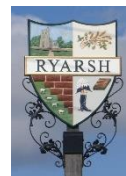


PLEASE NOTE CHANGE OF VENUE – RYARSH CHURCH HALL, ME19 5LB AND CHANGE IN START TIME – 7.30PM



To all Members of the Parish Council

You are hereby summoned to attend a meeting of the Parish Council on **Monday 11th March 2024** in the Church Hall, Church Road at **7:30pm**

Lynne Mackie

Lynne Mackie, Parish Council Clerk

Date of Issue: Tuesday 5th March 2024

AGENDA

1. **APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST** - To receive and note apologies for absence and to receive declarations of pecuniary and non-pecuniary interest
2. **MINUTES** - To receive and approve the Minutes of the meeting held on **12th February 2024** for signature
3. **EXTERNAL REPORTS**
 - (a) County Councillor
 - (b) Borough Councillors
 - (c) Fly Tipping
 - (d) Police
4. **PLANNING** (available to view at www.tmbc.gov.uk or www.kent.gov.uk)
 - (a) Applications
24/00231 - 8 Chapel Close - Demolition of existing front entrance porch, conservatory and wc/store to rear. Erection of a new single storey front porch and two storey rear extension.
 - (b) Approvals
 - (c) Refusals
 - (d) TMBC Local Plan and Local Green Space
 - (e) Any other Planning Matters
To receive an update - **Land West of Roughetts Road** – (proposed extraction of aggregate (sand) – KCC/SCO/TM/0140/2023 – www.landwestofroughettsroad.co.uk)
5. **MATTERS ARISING**
 - (a) To note new Parish Council address: PO Box 503, West Malling, ME6 5NN
 - (b) To consider and approve Land Registry documents – change of Parish Council address
 - (c) Environment Agency Flood Resilience Plan
 - (d) To consider replacing damaged street lights - Birling Road
 - (e) To receive update about Highways Improvement Plan and approve KCC proposals
 - (f) To approve contribution to Number 58 Bus Service
 - (g) To consider request by West Malling Parish Council for a Traffic Regulation Order for the layby next to Brickfields
 - (h) To consider presenting KALC and Community Awards at the APM 13.05.24
 - (i) Parish Council Projects – Picnic Bench (Ryarth Park), Notice Board
 - (j) Annual Review: Standing Orders, Financial Regulations, Media Policy, Complaints Procedure, Freedom of Information Act, Retention of Documents and Records, Travel and Expenses Policy, Equal Opportunities Policy, GDPR Action Plan, Grievance and Disciplinary procedure, Risk Assessments
6. **OPEN SESSION** – Public Question Time
7. **PARISH COUNCILLOR REPORTS** - To receive updates and reports
8. **MONTHLY CHECK-LIST:** To receive reports about
 - (a) Play Area and Recreation Ground
 - (b) Highways, Footpaths and Footways
 - (c) Street lights

**PLEASE NOTE CHANGE OF VENUE – RYARSH CHURCH HALL, ME19 5LB
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- (d) Village Hall
- (e) Parish Property: Defibrillator, Ryarsh Resource Room

9. FINANCIAL INFORMATION

- (a) To receive bank statements, consider and approve financial statements for signature and monitor budget
- (b) To consider and approve invoice payments
- (c) To consider Donations 2023-2024
- (d) Insurance Due for renewal 01.06.24
- (e) To consider any other financial matters

10. MATTERS FOR NEXT MEETING

DATE OF NEXT PARISH COUNCIL MEETING

Next Meeting to be held on **Monday 8th April 2024 – 7.30pm** Ryarsh Church Hall, Church Road