**NOTICE OF MEETING & AGENDA**

The next ordinary meeting of the Parish Council will be held on Tuesday 16th May 2023 starting at 7.30pm at Teynham Community Hall, 89 Station Road, Teynham ME9 9DU.

**AGENDA**

1. Apologies for absence.

2. To confirm that any changes to the Registers of Interests have been forwarded to the Monitoring Officer.

3. Public Session for 20 minutes to allow members of the public and Councillors with pecuniary interests to speak for no more than three minutes in respect of the business on the agenda. A question shall not require a response at the meeting nor start a debate on the question.

4. To approve the Minutes of the Annual Parish Council Meeting held on Tuesday 7th March 2023.

5. Matters Arising.

6. Chairman’s Report.

7. To vote to co-opt a new Councillor onto the Parish Council.

**FINANCE:**

8. To approve the Income and Expenditure Account for the year ending

31 March 2023.

9. To note the Internal Auditor’s Report.

10. To agree the Statement of Internal Control for year ending 31 March 2023.

11. Annual review of the effectiveness of Internal Audit.

12. To agree the Annual Return for 2022/23 and to complete Section 2.

13. To note that there is no excessive money in Committees' accounts and to

agree to the sums being carried over to the financial year 2023/24.

14. To note that the financial accounts for 2022/23 will be open to the public by appointment at Teynham Community Hall from Tuesday 6th June 2023 to Monday 17th July 2023.

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15. To receive an update on recent vandalism on the Meadow (Cllr Barnett)

16. Highways improvement plan - update and agree action needed on station road with regard to yellow lines and the car park (Cllr Dixon)

17. Proposal: Interim guidance. Engaging with developers, maintaining transparency and community engagement. (Cllr Townson)

18. Proposal: Communication. Key messages to share.    (Cllr Townson)

19. Report from PCSO Vacant Position (if available).

20. To receive a report from the Transport Representative.

21. To receive reports of any potholes and/or pathway damage considered to require remedial action.

22. Accounts (Appendix A & B).

23. Reports of Committee Chairman

a) Planning

b) Amenities

c) Finance and General Purposes

d) Editorial

e) Teynham Community Hall

24. Reports by representatives on outside organisations

a) TVHMC

b) KALC Swale Area Committee

25. To agree any items justifying a request for a joint meeting with LwKPC.

26. Advanced Notice of Items for the Agenda of the next Ordinary Meeting.

27. To note the following Meeting Dates.

* Tuesday 20th June 2023 Ordinary Meeting
* Tuesday 25th July 2023 Ordinary Meeting
* Tuesday 12th September 2023 Ordinary Meeting
* Tuesday 24th October 2023 Ordinary Meeting
* Tuesday 12th December 2023 Budget/Precept & Ordinary Meeting

28. Chairman’s Closing Remarks

PRESS AND PUBLIC WELCOME

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Signed: Date: 10th May 2023

