**NOTICE OF MEETING & AGENDA**

The next ordinary meeting of the Parish Council will be held on Tuesday 12th March 2024 following the Annual Parish Meeting that starts 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. Chairman’s Report.

5. To approve the Minutes of the Ordinary Parish Council meeting on 30th January 2024.

6. Matters Arising.

7. Report from PC Kirsten Jones.

8. Community

Update: Concerns and Opportunities

9. Amenities

* 1. Streetlights
		1. Proposal: Conyer Road (unadopted)
		2. Update on Energy Contract plus latest proposal.

10. Community Hall

10.1 Proposal to replace damaged fence at Community Hall £1,175.

11. Planning

* 1. Frognal Place
		1. Receive an update on Frognal Place including scheduled monument nomination.
		2. To receive an update on our request for archaeological CAT, to give Teynham a presentation on Roman mausoleum and Triton.
	2. Highsted
		1. Note Extension request.
		2. Update on Highsted planning applications.
		3. Proposal: Agree plan to respond to Highsted Park applications
		4. Proposal: Authorise expenditure of up to £3K (figure expected to be less) covering items for community engagement and professional advice.
	3. Former Barber’s shop (Planning Application ref 24/500512/FULL

To note the PC objected to retrospective planning permission.

12. FINANCE & GP

12.1 Payments since last meeting up to (30th February to 12th March)

12.2 Overview: To note costs against Spending Categories (monthly view)

12.3 Proposal: Outsource payroll (Recommendation from F&GP and KALC)

12.4 Note: Risks and Issues.

12.5 To note the following documents are in development.

Cash: Policy and Procedures; Training Policy; Guide to Teynham PC.

13. Editorial – Note publication of Spring Edition of Teynham News

14. HR

17.1 Proposal: Update on Pension.

17.2 Proposal: Authorise £960 for CiLCA Training Course for Clerk

15. External

Reports by representatives on outside organisations

a) TVHMC

b) KALC Swale Area Committee

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

17. To note the following Meeting Dates.

* Tuesday 16th April 2024 Ordinary Meeting
* Tuesday 21st May 2024 Annual Parish Council Meeting & Ordinary
* Tuesday 25th June 2024 Ordinary Meeting
* Tuesday 23rd July 2024 Ordinary Meeting
* Tuesday 17th September 2024 Ordinary Meeting
* Tuesday 29th October 2024 Ordinary Meeting
* Tuesday 10th December 2024 Budget/Precept & Ordinary Meeting

18. Chairman’s Closing Remarks

PRESS AND PUBLIC WELCOME

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Signed: Date: 6th March 2024

