**NOTICE OF MEETING & AGENDA**

The next Ordinary Meeting of the Parish Council will be held on Tuesday 17th May 2022, following the Annual Parish Meeting which 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. To approve the Minutes of the Ordinary Parish Council Meeting held on Tuesday 12th April 2022.

5. Matters Arising.

6. Chairman’s Report.

7. To note that we have a new PCSO Jessica Stocks and receive a report (if available).

8. At the recommendation of the Finance and General Purposes Committee at their meeting 25th January 2022, to approve the following documents and publishing them on the Council’s webpages:

* Updated APPROVED 27th October 2020 Web version of Standing Orders.
* Updated APPROVED 27th October 2020 Web version of Financial Regulations.
* Updated UNAPPROVED NEW version of Complaints Procedure.
* Updated Model Publication Scheme and information available

To note Code of Conduct, which is the NALC version as against the Local Government Association version, is dated 17th July 2012. It is however current as consultations are still taking place to update them.

9. Parish Council Grant Scheme.

10. To agree the proposed Communications & Engagement Strategy (Cllr Townson).

11. To receive an update on the Website from Cllr Townson.

12. To note that Cllr’s Barnett, Mann and Townson have attended the Dynamic Cllr Course with KALC.

13. To propose an Induction Course for new PC members (Cllr Townson).

14. To propose sharing electrical contract information with other PC’s (via Swale KALC – Cllr Townson).

15. To receive an update on the Highways Improvement Plan (HIP) from Cllr Dixon.

16. To receive an update on the developments on the Meadow and associated S106 money from Chairman.

17. To receive an update on the Queen’s Jubilee ‘Picnic in the Park’ from Cllr Barnett.

18. To propose the introduction of “Meet your councillors. An informal drop-in session over a cup of tea or coffee” (Cllr Townson).

19. To receive an update on the Jubilee Beacon lighting ceremony.

20. To note that the Bar refurbishment is complete.

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 Purpose

d) Editorial

e) Teynham Community Hall

24. Reports by representatives on outside organisations

a) Transport Representative

b) TVHMC

c) 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 21st June 2022 Ordinary Meeting
* Tuesday 13th September 2022 Ordinary Meeting
* Tuesday 25th October 2022 Ordinary Meeting
* Tuesday 13th December 2022 Precept & Ordinary Meeting

28. Chairman’s Closing Remarks

PRESS AND PUBLIC WELCOME

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Signed: Date: 11th May 2022

