

# HOATH PARISH COUNCIL - Meeting Notice and Agenda

Dear Councillors and Residents of Hoath,

4<sup>th</sup> June 2024

I hereby give you notice that the next Parish Council meeting of Hoath Parish Council will be held in the Village Hall, Hoath, on Monday 10<sup>th</sup> June 2024 at 5.45pm.

All Members of the Council are summoned to attend for the purposes of considering and resolving upon the business to be transacted at the meeting set out below. The public are also invited and are welcome to attend.

1. **Apologies.** Members are asked to receive apologies.
2. **Declarations of Interest & Dispensation requests.** To receive declarations under consideration on this agenda in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.
3. **Minutes of the Last Meeting.** To receive the minutes and confirm the recommendations or resolutions therein of the Annual meeting of the Parish Council on Monday 13<sup>th</sup> May 2024.
4. **Matters arising from previous minutes:** To discuss any matters arising from previous minutes.
5. **KCC and CCC Reports.** To receive the reports of representatives of Canterbury City Council and Kent County Council.
6. **Community Warden Report:** To receive the report of the Community Warden.
7. \*\*\*\*\*  
The meeting will be adjourned for a maximum of 15 minutes to allow representations from members of the public.  
\*\*\*\*\*
8. **Planning.** To consider any planning matters, including new and decided applications:
  1. NEW: CA/24/00774 – Cornerstone, Maypole Lane, Hoath, CT3 4LP. T1 Willow. Repollard from a height of 20 metres to 8 metres. T2 Willow. Repollard from a height of 20 metres to 8 metres. Comments by 14 June 2024.
  2. NEW: CA/24/00810 – Fairview, Marley Lane, Hoath, CT3 4JY. TPO no1\_2024 T1 Black poplar at the eastern end of the ownership of Fairview, adjacent to Marley Lane. Reduce to monolith 4-6 m tall. Comments by 28 June 2024.
  3. To CONSIDER any planning applications that arise before the meeting.
  4. Members to NOTE Cllr Morizet’s feedback on the draft Local Plan 2040.
9. **Report of the Clerk and RFO:** To receive report from the Clerk including:
  - To NOTE current cashbook/bank balance.
  - To CONSIDER invoices for payment.
  - To complete the Bank Reconciliation to 31 May 2024.
  - Clerk’s Report including correspondence, to NOTE and review.
  - To ACCEPT and SIGN the Concurrent Function Funding grant agreement.

**10. Annual Governance & Accountability Return 2023/24 (AGAR) - Internal Auditor's Report.**

Members are advised that the Clerk received notification from the Internal Auditor on 15<sup>th</sup> May 2024, that all is in accordance with the Accounts and Audit Regulations 2003 and 2006, the Local Audit and Accountability Act 2014 and Smaller Authorities (Transparency Requirements) (England) Regulations 2015/494 and as directed in "Governance and Accountability for Local Councils in England & Wales: A Practitioners' Guide". Her report is detailed on page 4 of the Annual Governance and Accountability Return (AGAR) and members are asked to review this.

**11. Annual Governance Statement (Section 1).** Members are asked to review and complete the Annual Governance Statement 2023/24 – page 5 of the AGAR. Chair to sign and date.

**12. Annual Accounting Statements (Section 2).** Members are asked to review and approve the Accounting Statements 2023/24 – page 6 of the AGAR. Chair to sign and date.

**13. Certificate of Exemption.** Members are asked to review and approve the Certificate of Exemption for smaller authorities under £25,000 turnover. (Page 3 of the AGAR) Chair and Responsible Financial Officer to sign and date.

**14. Explanation of Variances and Bank Reconciliation 2023/24.** Members are asked to review and approve the explanation of variances and bank reconciliation.

**15. Exercise of Public Rights.** Members are further asked to confirm the dates of the period for the exercise of public rights as commencing Monday 17<sup>th</sup> June 2024 until Friday 26<sup>th</sup> July 2024. Website and notice board to be updated Friday 14<sup>th</sup> June 2024.

**16. HIP Update:** Installation of roundels and slow road markings by KCC.

**17. Speed watch Update:** Training update.

**18. Purchase of Benches for Village Green:**

1. Councillors to CONSIDER three quotes for benches and RESOLVE to purchase items for the Village Green.
2. Councillors to CONSIDER and RESOLVE three quotes for installation of benches.
3. Councillors to CONSIDER and RESOLVE to use Earmarked Reserves for bench purchase associated installation costs.

**19. Date of the next meeting:** The next Parish Council meeting is scheduled for 5.45pm on Monday 8<sup>th</sup> July 2023. No Meeting in August 2024.

Caroline Read  
Clerk and RFO to Hoath Parish Council