

HOATH PARISH COUNCIL - Annual Meeting of the Parish Council

Notice and Agenda - Monday 11th May 2026

Dear Councillors and Residents of Hoath,

5th May 2026

I hereby give you notice that the next Annual Meeting of Hoath Parish Council will be held in the Village Hall, Hoath, on Monday 11th May 2026 at 5.45pm.

All Members of the Parish 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.

Caroline Read
Parish Clerk & RFO

1. **To elect a Chair and Vice-Chair** (To include signing the Acceptance of Office).
2. **Apologies.** Members are asked to receive apologies.
3. **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.
4. **Minutes of the Last Meeting.** To receive the minutes and confirm the recommendations or resolutions therein of the Parish Council meeting held on Monday 13th April 2026.
5. **The meeting will be adjourned for a maximum of 15 minutes to allow representations from members of the public.**
6. **KCC and CCC Reports:** To receive the reports of representatives of Kent County Council and Canterbury City Council.
7. **The meeting to be reconvened to complete business items on the agenda.**
8. **Planning:**
 - Councillors to CONSIDER and RESOLVE to make COMMENT on any new planning applications, plus those received after issue of this agenda:
 - To NOTE any other Planning matters.
9. **Open Spaces:**
 - To CONSIDER three quotes for the low-level post and rail fencing to protect the bulbs/plants at the Village Green boundaries and AGREE to install.
10. **Allotments:**
 - To NOTE the update from Hoath Allotment Association.
11. **Governance and Policies:**
 - To CONSIDER and ADOPT the General Power of Competence Report.

12. Finance:

- To REVIEW and RESOLVE the Earmarked Reserves as recommended by the internal auditor.
- To NOTE the payments & receipts for April 2026.
- To COMPLETE the Unity Bank Reconciliation to 30th April 2026.
- To NOTE current cashbook and Unity Trust plc bank balances as of 30th April 2026.
- To NOTE the CIL recovery action by CCC (£2,765.73).
- To CONSIDER and RESOLVE to APPROVE invoices for payment.
- To CONSIDER and RESOLVE a donation to Wildwood Trust.

13. Annual Governance & Accountability Return 2025/26 (AGAR) - Internal Auditor's Report.

Members are advised that the Clerk received notification from the Internal Auditor on 24th April 2026, 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.

14. Annual Governance Statement (Section 1). Members are asked to review and complete the Annual Governance Statement 2025/26 (page 5 of the AGAR). Chair to sign and date.

15. Annual Accounting Statements (Section 2). Members are asked to review and approve the Accounting Statements 2025/26 (page 6 of the AGAR). Chair to sign and date.

16. 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.

17. Explanation of Variances and Bank Reconciliation 2025/26. Members are asked to review and approve the explanation of variances and bank reconciliation.

18. Exercise of Public Rights. Members are further asked to confirm the dates of the period for the exercise of public rights as commencing Wednesday 17th June 2026 until Tuesday 28th July 2026. Date of announcement to be Tuesday 16th June 2026, where the website and notice board are to be updated.

19. Report of the Clerk and RFO:

- To NOTE the Clerk's Report including any correspondence.

20. Date of the next meeting: To RESOLVE the date of the next meeting of the Parish Council to take place at Hoath Village Hall at 5.45pm on Monday 8th June 2026

21. End.