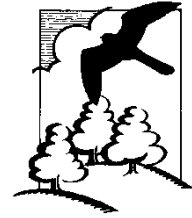


# HAWKHURST PARISH COUNCIL



I give you notice; the Annual Parish Council Meeting of Hawkhurst Parish Council will be held on Monday 13 May at 7.15pm, at the Copt Hall.

Members of the public are invited to attend the meeting; the Chairman will close the minute book during the meeting and commence the public session. Each member of the public will have three minutes to speak to the Council.

All Councillors are summoned to attend in order to consider and resolve upon the business to be discussed. The agenda is set out below.

A handwritten signature in black ink, appearing to read 'Lisa Rackett', written in a cursive style.

Lisa Rackett  
Clerk to Hawkhurst Parish Council

Date 08.05.2024

## **BUSINESS TO BE TRANSACTED**

- 1/24 Election of the Chairman, once elected the Chairman will read and sign the declaration of acceptance of office.**
- 2/24**
- (a) Apologies for absence received.**
  - (b) Declaration of changes to the register of interests.**
  - (c) Declarations of Pecuniary Interest or other Interests as defined by the Kent Code of Conduct and the Localism Act 2011 on any items on the agenda.**
  - (d) Requests for dispensation.**
  - (e) To confirm whether anyone in attendance intends to film or record the meeting.**
- 3/24 Election of the Vice Chairman, once elected the Vice Chairman will read and sign the declaration of acceptance of office.**
- 4/24 Public Session (meeting Adjourned – minute book closed). Chairman to invite members of the public to make representations, answer questions or give evidence to any items listed on the agenda. A maximum of three minutes per person is allowed and the session will be closed after fifteen minutes.**
- 5/24 Election of the Planning Committee.** The current terms of reference state that a maximum six Councillors need to be elected to the Planning Committee.
- 6/24 Election of the Finance Committee.** The current terms of reference state that a maximum of five Councillors need to be elected to the Finance Committee.
- 7/24 Election of the Personnel Committee.** The current terms of reference state that a maximum of six Councillors need to be elected to the Personnel Committee.

- 8/24 Election of the Facilities and Services Committee.** The current terms of reference state that a maximum of six Councillors need to be elected to the Facilities and Services Committee.
- 9/24 To elect two Councillors to the Kent Association of Local Councils Area Committee.**
- 10/24 To add signatories to the Parish Council bank account in order to authorise payments.** The Council need signatories to the Parish Council bank account as there are only two. If Councillors wish to be included, please make the Proper Officer aware prior to the meeting.
- 11/24 To note the Standing Orders, Financial Regulations, and the Local Government Association Code of Conduct.**
- 12/24 To agree the meeting dates for the next municipal year 2024/2025.** Two options have been circulated to Councillors; the list has been put together to ensure that when decisions are made by Council, they can be actioned by the Officers accordingly.
- 13/24 To agree to extend the Neighbourhood Development Plan Consultants contract.** The NDP Steering Group require more hours of input, the Council has money in the budget to cover the cost.