



Boughton Aluph & Eastwell
PARISH COUNCIL

Members are hereby summoned and notice is given that the Annual Meeting of the Parish Council will be held on **Wednesday 15 May 2024** at Iron Room, Faversham Road, Boughton Lees, Ashford, TN24 9HP

The meeting is scheduled to begin at 7.45 pm. It follows on from the Annual Parish Meeting which begins at 7.15pm (so the start time may be later).

If you wish to ask a question, please inform the Parish Clerk in advance by email at clerk@boughtonalupheastwellparishcouncil.gov.uk or Parish Council mobile number 07419 740559.

AGENDA

- 1.i. Election of Chairman
 - ii. To receive the Chairman's Declaration of Acceptance of Office
- 2.i. Election of Vice-chairman
3. Apologies for absence, with reasons
- 4.i. Co-option election to the Parish Council (Goat Lees Ward)
 - ii. To receive Declaration of Acceptance of Office from newly elected councillor
5. Declarations of Interest, Dispensations, Predetermination or Lobbying
Interests must be re-declared when an item is called
6. Opportunity for members of the public to address the meeting
7. Minutes: to confirm as an accurate record, the minutes of the Parish Council meeting held on 18 April 2024 & additional Parish Council meeting on 26 April 2024.
8. Election of Council representatives to committees and external bodies

- 8.1. Parish Council Finance Committee (minimum 2, maximum 4 plus Chairman)
- 8.2. Parish Council Planning Committee (3)
- 8.3. Kent Association of Local Councils Ashford Area Committee (1)
- 8.4. Boughton Lees Pleasure Fayre Committee (1)
- 8.5. To consider deferring election to the Iron Room Committee (1) whilst information is sought regarding the relationship between appointment as representative of the Parish Council and an individual's charity trustee status.

9. Appointments to working groups

- 9.1 Highways Improvement Plan working group

10. Finance

10.1. To note bank reconciliation and income & expenditure account for the period ended 30/4/24

10.2. To agree payments schedule, note credit card transactions and other payments made. To note which Councillors are to authorise online payments.

10.3. To approve small grant scheme for 2024/2025

10.4. To approve those payments to be made by standing order for 2024/2025:

- MI Payroll (£60 quarterly)
- Salary payment (as per payroll schedule)
- Bilting Farm Self Storage (£38.33 net monthly)
- Hugo Fox (£29.99 net monthly)
- RWG Mobile (£2.92 net monthly on credit card)

11. To receive the Clerk's report

12. To approve work to set up and trial a 'Chatter & Natter' table as part of the [Chatty Cafe scheme](#) to help combat loneliness and isolation and promote social well-being. A further, second site to be considered to reach across the Parish area. Budget line 'additional community project' for a trial 3 months per site to include provision of refreshments to get the scheme going and registration fee: £680 each site over initial period.

13. To approve Standing Orders

14. To consider & approve updated risk register

15.1. Planning Applications

The Parish Council is a consultee of Ashford Borough Council, the Local Planning Authority. The Parish Council is not the Planning Authority and does not determine planning applications.

Case

Reference: [PA/2024/0770](#)

Location: 30, Dexter Close, Kennington, TN25 4QG

Proposal: Single-storey rear extension following demolition of existing conservatory and single-storey rear extension.

16. To note correspondence received for attention of councillors

Mrs Rachel Girt, Clerk to the Council, 10 May 2024

Date of next meeting Thursday 13 June 2024 (venue to be confirmed)