



HORTON KIRBY AND SOUTH DARENT PARISH COUNCIL
Parish Office, Village Hall, Horton Road, South Darent DA4 9AZ

30th May 2023

To all Members of the Parish Council

You are summoned to attend a meeting of the **PARISH COUNCIL** to be held on **Monday 6th June 2022** in the Village Hall at 7.30pm.

A G E N D A

1 APOLOGIES FOR ABSENCE

2 DECLARATIONS OF INTERESTS

To receive any declarations of interests not already registered and consider dispensation requests.

3 MINUTES

To confirm the Minutes of the last meeting held 22nd May 2023.

4 MATTERS ARISING

To discuss items arising from the Minutes of the last meeting (for information only unless otherwise included on this agenda).

5 QUESTIONS FROM THE PUBLIC and CORRESPONDENCE

To allow 10 minutes for members of the public to raise any matters for consideration and future decisions as necessary and appropriate. Please note items raised will be referred to the relevant parish council or committee meeting. The public raising items that are not the responsibility of the Parish Council will be informed of the relevant authority to direct their query to.

6 REPORT OF COUNTY COUNCILLOR

To receive report from the County Councillor.

7 REPORT OF DISTRICT COUNCILLORS

To receive report from the District Councillor.

8 INTERNAL AUDIT REPORT 2022-23

To receive full internal audit report for comment.

9 FINANCIAL MATTERS

Schedule of Accounts

To receive the schedule of accounts, approve payments and authorise electronic payments to be made.

To approve direct debits and standing orders for financial year 2023 – 24.

To confirm Vice-Chair has verified bank reconciliations for the 2022-23 financial year.

10 BUDGET MONITORING

To receive latest full budget report for comments and monitoring purposes.

11 STATEMENT OF INTERNAL CONTROL

To review the effectiveness of the system of Internal Control. Councillors are asked to consider the Statement of Internal Control document in support of the Annual Governance Statement. The Chair of the meeting and the Clerk to sign on behalf of the Council.

12 ANNUAL GOVERNANCE STATEMENT

To approve the Annual governance Statement for, Section 1 of the AGAR for the year ending 31 March 2023. The chair of the meeting and the Clerk to sign and date plus Minute reference.

13 ACCOUNTING STATEMENTS

To approve the Accounting Statements for 2022-23, Section 2 of the AGAR for the year ending 31 March 2023. If necessary, the explanation of the significant variations from last year (2021-22) to this year (2022-2023)

14 EXERCISE OF PUBLIC RIGHTS

To note the proposed dates of for the Exercise of Public rights as selected by the Council's Responsible Financial Officer.

15 PLANNING

To consider any planning applications, including those received by the clerk after the agenda had been served to Councillors:

23/01164/FUL

Storage Unit adjacent Workshop A1
Orchard Farm
Fawkham Road
Fawkham, Kent
DA3 7BJ

The demolition of the existing buildings and the construction of 8 new homes and associated landscaping, access, car and cycle parking and refuse and recycling provision.

23/01433/HOUSE

Wingetts
The Street
Horton Kirby
Kent DA4 9BY

First floor extension and part two storey, part single storey conservatory to rear of dwelling.

23/01256/FUL

Hill Farm
Franks Lane
Horton Kirby, Kent

Change of use of land to equestrian use and erection of a new equestrian stable building.

23/01334/LDCEX

Canada Farm Kennels
Canada Farm road
South Darent
Kent DA4 9LA

Confirmation that composite use of land comprising residential, cattery and kennels (sui generis) is lawful.

16 IT MAINTENANCE CONTRACT

To consider quotation from IT contractor for ongoing maintenance and support.

17 CONFIDENTIAL ITEM

For confidentiality reasons, the public are excluded from the meeting under HK & SD Parish Council's Standing Order 11 (a). Disclosure of such would breach the obligations of a Council under the Data Protection Act 1998.

To receive information regarding a previous regular hirer.

18 DATE OF NEXT MEETING

3rd July 2023.

A handwritten signature in black ink, reading "L Johnson", is written over a light blue rectangular background. The signature is cursive and fluid. Below the signature, there is a faint, larger, and less legible signature in the same ink.

Lisa Johnson, Clerk to Council