

Little Chart Parish Council

*Agenda, (ADJOURNED) Annual Parish Council Meeting now to be held at 7.30pm at the Village Hall, The Street, Little Chart, Ashford, Kent TN27 0QB on **Tuesday 1st June 2021***

Item Number																				
1	Note of Persons Present	R																		
2	Apologies for Absence	R																		
3	Election of Chairman and Vice-Chairman	D																		
4	Declarations of Interest in Items on this Agenda	R																		
5	Minutes of the last Parish Council Meeting 9 th March 2021	D																		
6	Matters Arising	R																		
7	Public Interval	I																		
8	Membership (where desired) of Parish Council Committees, including the Highways Improvement Plan (HIP) Committee and Outside Bodies	D																		
9	Scheme of Delegations / Councillor Special Responsibilities	D																		
10	Review of Council Policies (including Standing Orders, Financial Regulations, and Bank Mandate)	D																		
11	<p>A. Financial report from the Responsible Financial Officer (RFO)</p> <p>B. Review of cheques already paid (6 items totalling £1709.41):</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">KALC</td> <td style="width: 40%;">Subscription 21/22</td> <td style="width: 30%; text-align: right;">£186.50 including VAT</td> </tr> <tr> <td>M Sharpe (Clerk & RFO)</td> <td>Salary January to April 2021 inclusive</td> <td style="text-align: right;">£398.49 no VAT</td> </tr> <tr> <td>HMRC</td> <td>Clerk Income tax</td> <td style="text-align: right;">£66.00 no VAT</td> </tr> <tr> <td>T Metcalfe Fencing</td> <td>Plantation extra bollards</td> <td style="text-align: right;">£495.72 inc VAT</td> </tr> <tr> <td>Lionel Robbins</td> <td>Internal Audit Fee</td> <td style="text-align: right;">£90.00 no VAT</td> </tr> <tr> <td>BHIB Insurance</td> <td>Parish Council Insurance 12 months from 1st June 2021</td> <td style="text-align: right;">£472.70 no VAT</td> </tr> </table>	KALC	Subscription 21/22	£186.50 including VAT	M Sharpe (Clerk & RFO)	Salary January to April 2021 inclusive	£398.49 no VAT	HMRC	Clerk Income tax	£66.00 no VAT	T Metcalfe Fencing	Plantation extra bollards	£495.72 inc VAT	Lionel Robbins	Internal Audit Fee	£90.00 no VAT	BHIB Insurance	Parish Council Insurance 12 months from 1 st June 2021	£472.70 no VAT	D
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12	Completion of Annual Governance Review and documents for External Auditor requirements, including the arrangements for Public Inspection of Accounts	D																		
13	<p>Correspondence:</p> <ol style="list-style-type: none"> 1. Request from Little Chart Forstal resident regarding repairs to potholes on Village Green 2. Parish Council land at Little Chart Forstal – negotiation of easement and placing of ragstone items to protect greensward 3. Roadworks outside The Swan Inn 4. Use of The Plantation for a memorial for a village resident 	D																		
14	Little Chart Ruined Church – reports of change of access to Car Park and fencing erected in churchyard	D																		
15	Forum for exchange of information between Councillors	I																		
16	Dates, place and times of future meetings (at least 3 Ordinary within the twelvemonth, and next Annual Parish Council Meeting in May 2022)	D																		