

HADLOW PARISH COUNCIL

I hereby give notice that the Annual Meeting of Hadlow Parish Council will take place on Monday 11 May 2015 at 7.30pm at Hadlow Old School Hall

(Members are reminded to make any declarations of interests prior to the appropriate agenda item)

AGENDA: -

1. **Election of Chairman & Declarations of Acceptance of Office**
2. **Apologies for Absence**
3. **Election of Vice Chairman**
4. **Review of delegation arrangements to committees, staff and other local authorities**
5. **Review of the Terms of Reference for Committees**
6. **The appointment of new members of standing committees**
7. **Schedule of dates for 2015-2016 Council and Committee Meetings (*approved at meeting 12/1/15*)**
8. **Minutes of the meeting of 13 April 2015 for approval**
Minutes of the Extraordinary Meeting of 29 April 2015 for approval
9. **TMBC Councillors Report & KCC Councillors Report**
10. **Parish Matters**
11. **Public Time**
12. **Correspondence – none to date**
(Members of the public may view correspondence at the discretion of the Clerk or Chairman).
13. **Policy Reviews in accordance with Standing Orders:**
To approve the following revised/updated policies and note information:
 - **Code of Conduct (*adopted Kent Code of Conduct 09/07/2012, minute 2840*)**
 - **Health & Safety policy (including Risk Assessment) (*adopted 23/10/2013*).**
 - **Complaints Procedure (*adopted in 13/05/2013*)**
 - **Arrangements for holding legal documents**
 - **Arrangements for insurance**
To note the following policies & procedures as current and up to date:
 - **Standing Orders (*updated & approved 13/4/2015 – to incorporate new legislation re media*)**
 - **Financial Regulations (*updated & approved 13/4/15*)**
 - **Asset Register including land and buildings (*updated & approved 13/4/2015*)**
 - **Data Protection Act 1998 (*ICO – registered until April 2016*)**
 - **Grievance & Disciplinary (*updated & approved 10/11/2014*)**
 - **Press & Media Policy (*updated & approved 13/4/2015*)**

14. Planning Applications

- **TM/15/00877/FL- Goblands Farm, Cemetery Lane, Hadlow, TN11 0LT**
- **TM/15/01182/FL – Pitts Cottage, Matthews Lane, Hadlow, TN11 0JG**
- **TM/15/01165/FL – Leavers Oast Cottage, Stanford Lane, Hadlow, TN11 0JN**
- **TM/15/00560/FL – 10 Bell Cottages, Three Elm Lane, Golden Green, TN11 0BB**
- **TM/15/01238/FL – 15 Sherenden Park, Golden Green, TN11 0LQ**

(Details available to view at Parish Office or visit

<http://publicaccess2.tmbc.gov.uk/online-applications/>

15. To Receive Reports From Previous Representatives Of The Following Committees And Pass Such Resolutions Thereon As May Be Necessary:

1. Finance & General Purpose Committee

a) Approve the Statement of Internal Control for 2014-15

b) To Approve Authorisation of April Payments & Receipts, Bank Reconciliation

2. Planning & Environment Committee

3. Staffing Committee

4. Other Bodies: KALC (Tonbridge & Malling Area). TMBC Parish Partnership Panel .

TMBC Crime Prevention Panel. Hadlow Village Transport Representative

Hadlow Village Hall. Hadlow Youth Club. Golden Green Village Hall

Date of next meeting Monday 8 June 2015 at Old School Hall, Hadlow

M Stepkowski

Melanie Stepkowski – Parish Clerk 06/05/2015