

Tunstall Parish Council

To Parish Councillors, members of the public and press
Members are hereby summoned and notice is given that the **Meeting of
Tunstall Parish Council** will be held on
Monday 7th March 2022 at 7.00pm
At St John the Baptist Church, Tunstall
when it is proposed to transact the following business:

AGENDA

1. APOLOGIES FOR ABSENCE

To receive and accept apologies for absence.

2. DECLARATIONS OF INTEREST

Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Tunstall Parish Council Code of Conduct for Members and by the Localism Act 2011. (i)The nature as well as the existence of any such interest must be declared. After declaring a Disclosable Pecuniary Interest, the Member must leave the meeting and not take part in the discussion or vote. This applies even if there is provision for public speaking.

3. MINUTES FOR APPROVAL

To consider the minutes of the following meetings and if in order sign as a true record.

- a) Full Council 10th January 2022

4. MATTERS ARISING

- a) To receive update on village sign – Cllr Rich
- b) To receive update on Coffin Pond – Cllr Roberts

5. REPORTS FROM MEMBERS OF THE PUBLIC

This is a concessionary short session and will be limited to 15 minutes. Three minutes per person will be allowed and only if time permits will further comments be heard. This is an information session only and no action can be taken upon those items raised.

6. REPORTS FROM BOROUGH AND COUNTY COUNCILLORS

Ward and County Councillors are invited to report and discuss matters affecting the parish

7. COUNCILLOR VACANCIES

- a) To note update on councillor vacancies.

8. PLANNING

- a) To note prior notification
Application: 22/500775/PNEXT Address: 26 Ruins Barn Road Tunstall
Sittingbourne Kent ME10 4HS

Proposal: Prior notification for a proposed single storey rear extension which:
 A) Extends by 5.00 metres beyond the rear wall of the original dwelling. B)
 Has a maximum height of 2.85 metres from the natural ground level. C) Has a
 height of 2.60 metres at the eaves from the natural ground level.

- b) To note updates on Conservation Area Review.
- c) To note any updates on Local Plan consultation.
- d) To receive any updates on Highsted Park application.
- e) To consider response to Experience Swale - Linking Coast to Downs.

9. FINANCE

- a) To consider the following payments for approval:

	Payee	Amount	Reason
200058	J Barnicott	£297.81	January litter picking and annual insurance
200059	Tunstall Church	£60.00	Hall hire for meetings
200060	McCabe Ford Williams	£43.38	Payroll services
200061/62/63/64	Various	£7905.62	Staff and HR Costs

- b) To receive update on online banking facilities.
- c) To receive update on payment to NEST account.
- d) To approve bank reconciliation as at February 2022.
- e) To receive accounts as at end of February 2022.
- f) To note annual audit taking place 29 April 2022.

10. GOVERNANCE AND ADMINISTRATION

- a) To discuss newsletter and possible printing in April 2022.
- b) To discuss website review.
- c) To discuss noticeboard review.
- d) To note ICO update on case review 121984

11. HIGHWAYS

- a) To receive an update.

12. ENVIRONMENT

- a) To receive an update.

13. QUEENS PLATINUM JUBILEE

- a) To receive an update and agree donation payment.

14. REPORTS FROM MEMBERS

- a) To receive reports from Members.

15. EXTERNAL MEETINGS ATTENDANCE

- a) Cllr Rich attended Western Area Committee 1 March 2022
- b) Cllr Rich attended Swale Area Committee 15 February 2022

16. CORRESPONDENCE

- a) Request from member of the public for information about the parish council's involvement in jubilee events.
- b) Email from member of the public concerning proposed bus service changes at KCC.

- c) FOI request from member of the public for terms of reference for council committees.
- d) FOI request for details of training attended by councillors

17. MATTERS FOR INFORMATION

- a) To note My Community Voice added to website.
- b) To note Kent Police Surgery took place 17 February 2022
- c) To note planning enforcement updates from Swale Borough Council

17. FUTURE AGENDA ITEMS

- a) To consider future agenda items.

18. DATE OF NEXT MEETING – TO BE AGREED (2 May 2022 is a Bank Holiday)

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings Act) 1960, the public and representatives of the press and broadcast media may be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

19. STAFFING MATTERS

To receive update and agree actions.

Julie Miller Interim Clerk to Tunstall Parish Council 2nd March 2022