

LEIGH PARISH COUNCIL

Clerk to the Council: Mrs Louise Kleinschmidt

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To: The Members of Leigh Parish Council

15th May 2023

**You are required to attend the Leigh Annual Parish Council Meeting
to be held on Tuesday 23rd May 2023 at 8.00pm in the Small Hall, High Street, Leigh**

AGENDA

Closed Session:

1. a. Election of Chairman for year 2023/24
b. To receive Chairman's Declaration of Acceptance of Office
2. Election of Vice-Chairman for year 2023/24
3. To receive all members' Declarations of Acceptance of Office
4. To receive all members' completed DPI and NPI Forms
5. To receive members' completed Dispensation Request Forms regarding setting precept

The Closed Session will be suspended for the Open Session

Open Session:

1. To hear reports from County and District Councillors
2. To hear questions from members of the public

Closed Session:

6. To accept apologies for absence
7. Declaration of Disclosable Pecuniary Interest / Non-Pecuniary Interest on matters to be discussed
8. Appointment of Committees and representatives to other bodies
9. To confirm that the Parish Council is eligible to use the General Power of Competence
10. To approve minutes of the Leigh Parish Council Meeting held on Monday 3rd April 2023
11. To hear report of the Annual Parish Meeting held on Monday 24th April 2023
12. To hear report of the event to commemorate the Coronation of King Charles III on 6th May 2023 and the parish Litter Pick held on 8th May 2023 as part of the Big Help Out initiative and approve costs
13. Planning:
 - i. To consider applications received
 - ii. To report SDC planning application decisions
 - iii. To discuss the review of the Leigh Village Design Statement
14. The Green
 - i. To discuss the installation of posts and/or grasscrete around The Green
 - ii. To consider quotes for maintenance of the Parish Council owned land
 - iii. To discuss the request to hold a family 90th birthday party on The Green on Saturday 12th August
15. Highways & Rights of Way
16. To hear report of the Coffee Corner project held in the Leigh Scout Hut
17. Charcott
18. Affordable Housing
19. Aged Persons Dwellings
20. The Old Burial Ground
21. To discuss correspondence received
22. Finance:
 - i. To approve 2022/23 Year End Accounts
 - ii. To review the effectiveness of the Parish Council's Internal Control Procedures
 - iii. Audit for year ending 31st March 2023
 - a. To consider and agree Annual Governance Statement 2022/23
 - b. To consider and approve Accounting Statements 2022/23
 - iv. To discuss the Internal Audit report 2023

- v. To consider whether the Parish Council should open a second bank account
- vi. To approve insurance policy renewal from 1st June 2023
- vii. To approve membership renewal to Society of Local Council Clerks: £148
- viii. To approve membership renewal for Kent Association of Local Councils: £756.88
- ix. To consider request for a contribution towards planning consultant's costs relating to the outline application on land south of Greenview Avenue
- x. To approve list of payments

23. Items for reporting or inclusion in future agenda

A handwritten signature in blue ink, consisting of stylized, overlapping loops and a trailing flourish.