

# WEST FARLEIGH PARISH COUNCIL

ALL COUNCILLORS ARE HEREBY SUMMONED to attend the ANNUAL MEETING OF WEST FARLEIGH PARISH COUNCIL to be held in Bramley Barn (Dandelion Time) on Wednesday 21<sup>st</sup> May 2025 at 7.30pm.

*Amanda Broadhurst*  
Mrs A Broadhurst  
Parish Clerk

Members of Public attending the meeting, please note that parking is opposite the Sports Club. **PLEASE DO NOT PARK IN DANDELION TIMES' COURTYARD.** It is advisable to bring a torch for walking to/from the barn.

## Public Discussion

*Public Discussion, for a maximum of 15 minutes, is at the discretion of the Chair. In accordance with Standing Order 3, Parishioners may address the meeting about an item on the Agenda (time limited to 5 minutes per person). A question shall not require a response at the meeting, nor start a debate.*

## AGENDA

### 1. TO ELECT A CHAIR

*To receive and consider nominations for Chair*

### 2. TO RECEIVE THE CHAIR'S DECLARATION OF ACCEPTANCE OF OFFICE

### 3. TO ELECT A VICE-CHAIR

*To receive and consider nominations for Vice-Chair*

### 4. APOLOGIES – To receive and accept apologies for absence

*Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meeting, Under Section 85(1) of the Local Government Act 1972. The Members present must decide whether the reason(s) for a member's absence shall be accepted.*

### 5. COUNCILLOR DECLARATIONS - To receive any declarations of pecuniary interest

*Members who have an interest to declare on any items on the agenda must declare the existence and its nature at the start of the meeting and act in accordance with the Localism Act 2011 s27 and the Council's Code of Conduct.*

### 6. MINUTES OF FULL COUNCIL MEETING held on 17<sup>th</sup> March 2025 - To consider the Minutes and, if in order, to authorise the Chairman to sign as an accurate record

### 7. APPOINTMENT OF COMMITTEES AND COUNCIL REPRESENTATIVES

### 8. FINANCE

#### 8.1 To Approve the Annual Return of Accounts and Audit 2024/2025

8.1.1 To approve the Annual Accounts for 2024-2025

8.1.2 To note the Internal Audit Report 2024/2025

8.1.3 To approve the Annual Governance Statement for 2024/2025

8.1.4 To approve the Accounting Statement for 2024/2025

8.1.5 To note the Date of Public Inspection

8.2 To note the Budget Monitoring Report to 30<sup>th</sup> April 2025

8.3 To note income received since the last meeting

8.4 To approve payments made since the last meeting

8.5 Amended Standing Orders – To approve

8.6 Amended Financial Regulations – To approve

8.7 Reserves Policy – To approve

8.8 Earmarked Reserves – To review

8.9 Appointment of the Internal Auditor for 2025-/2026 – To approve

8.10 Annual Insurance Renewal – To approve

8.11 Kent Association of Local Councils Annual Subscription Renewal – To approve

Amanda Broadhurst – Clerk to West Farleigh Parish Council  
clerk@westfarleighparishcouncil.gov.uk

Date of Publication: 12<sup>th</sup> May 2025

**9. RESOURCES AND ENVIRONMENTAL MATTERS**

**9.1 Devolution** – To receive any update

**9.2 Lorry Watch** – To discuss

**10. PLANNING MATTERS**

**10.1 Any applications received before the meeting**

**10.2 Planning Decisions - To be noted**

**10.2.1 Decisions Outstanding with MBC**

**10.2.2 Applications Approved by MBC**

25/500172/FULL – Court Lodge Park, Lower Road

Erection of 2no. 3-bay garages for estate management and private vehicles

**11. DATE OF NEXT MEETING – Monday 21<sup>st</sup> July 2025 at 7.30pm**