



**There is to be an Annual Meeting of the above Council
being held at the Kennington WI Hall,
on **Wednesday 23rd June 2021** starting at **7.30pm**.
You are hereby summoned to attend.
The agenda is as follows:**

- 145/21 To note those, present and record any apologies.** *Members who cannot attend a meeting shall tender their apologies to the Clerk prior to the meetings, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for the member's absence shall be accepted.*
- 146/21 To declare any Disclosable Pecuniary Interests (DPI), Other Significant Interests (OSI's) or a Voluntary interest relating to items on the agenda.** *A member who declares a DPI in relation to any item on the agenda will need to leave the meeting for the whole of that item and will not be able to speak or take part unless a relevant Dispensation has been granted. A member who declares an OSI will be able to speak on the item but will be required to leave the meeting for the vote. Councillors may also declare a voluntary Interest if they are unsure of their position. Inclusion and voting will be decided at the time of the declaration*
- 147/21 To consider and adopt the Minutes of the Annual Meeting held on 05th May 2021.**
- 148/21 Public Open Session For members of the public to ask questions regarding items on the agenda.** *(This item will last no more than 15 minutes).*
- 149/21 Committee Structure Recommendation – Council to consider and agree** taking into account an oral update from the Chair of the Working Group discussions held on 16th June.
- 150/21 Terms of Reference - to adopt** the Terms of Reference for each of the committees, taking into account an oral update from the Chair of the Working Group discussions held on 16th June.
- 1) Bybrook Bockhanger Community Facility
 - 2) Communications
 - 3) Environment and Open Spaces
 - 4) Finance and General Purposes
 - 5) Personnel and Development
 - 6) Planning
- 151/21 Committee Membership – to elect members** to Committees and Outside Bodies, taking into account an oral update from the Chair of the Working Group discussions held on 16th June.
- 1) Bybrook Bockhanger Community Facility
 - 2) Communications
 - 3) Environment and Open Spaces
 - 4) Finance and General Purposes
 - 5) Personnel and Development
 - 6) Planning
 - 7) Kent Association of Local Council Ashford meetings
- 152/21 Standing Orders adoption:** Council **approves** the revised Standing Orders 2021 v1.3 to come into force on the day following this meeting, taking into account an oral update from the Chair of the Working Group discussions held on 16th June.
- 153/21 Financial Regulations adoption:** Council to **adopt** the revised Financial Regulations 4.2, taking into account an oral update from the Chair of the Working Group discussions held on 16th June.
- 154/21 Complaints Procedure – Council agrees to adopt** the new Complaints procedure with immediate effect, taking into account an oral update from the Chair of the Working Group discussions held on 16th June.
- 155/21 Code of Conduct – Council agrees to adopt** the new code of conduct with immediate effect, taking into account an oral update from the Chair of the Working Group discussions held on 16th June.



156/21 Finance:

- 1) Payments - Council to **authorise** payments as per document (circulated).
- 2) External Auditor Report and Certificate 2019/20 – Council to **consider** response from PFK Littlejohn, our appointed External Auditors for the period ending 31/03/20
- 3) Internal Audit – to **receive** the report from the Internal Auditor (*Page 3 of 6 and document circulated*)
- 4) Certificate of Exemption – Council to **consider** whether to complete a Certificate of Exemption from submission to the External Auditor due to being under the £25,000 threshold or to have a Limited Assurance Review . *Council to note whilst we need to consider this this does not apply as our Precept is higher than of 25k*
- 5) Annual Governance Statement – Council to **consider** the questions and respond accordingly (Section 1, Page 4 of 6 of the Annual Governance Statement 2020/21)
- 6) Audit Accounting Statements – Council to **consider and agree** the accounting statement figures (Section 2, Page 5 of 6 of the Annual Governance Statement 2020/21)
- 7) Electors' Rights – to **note** the dates of the Exercise of Public Rights as 30th June 2021 to 10th August 2021

157/21 Action log: Council to **review** of action log, to **discuss** developments for items to then to be considered for motion for next or future meeting or to **note** and be **recorded** as complete.

158/21 Items for inclusion on the next agenda. *Items currently include Vexatious Policy, Bybrook-Bockhanger Community Facility Public Consultation, Defibrillators Update, Litter Bins Update, School Parking Update, Grasmere Road Town Green, Beecholme Drive Town Green, Public Phone Box Purchase, Maximising benefit from IT systems, Crime Prevention, Communications Strategy and Action Plan, Powers and Duties of Local Councils Policy, S106, Training and Development Policy, Allotment.*

159/21 Current position of Council meetings – Council to **discuss** and **agree** on the temporary position and procedures of meetings, taking into account an oral update from the Chair of the Working Group discussions held on 16th June.

160/21 Date of next meeting. (14th July 2021)

161/21 Close of Meeting.

Signed

Deborah Prior

Clerk

To join the meeting please contact the Clerk to ensure there is sufficient space for you to attend, as due to current Covid restrictions we are only able to permit a certain number into the hall. before 5pm on Monday 21st June.

Contact the Clerk on 07928 824482 or email clerk@kenningtoncc.gov.uk