



To Parish Councillors, members of the public and press.

Members are hereby summoned and notice is given that the **Annual Parish Council Meeting** will be held in the **Newington Room at Newington Village Hall** on **Tuesday 31 May 2022 at 7pm**, when it is proposed to transact the following business:

**1. ELECTION OF CHAIRMAN**

To elect a Chairman and receive their Declaration of Office

**2. ELECTION OF VICE CHAIRMAN**

To elect a Vice Chairman and receive their Declaration of Office

**3. COUNCILLOR VACANCIES**

**4. APOLOGIES FOR ABSENCE**

To receive and accept apologies for absence

**5. DECLARATIONS OF INTEREST**

Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Newington Parish Council Code of Conduct for Members and by the Localism Act 2011.

**6. TO APPOINT COMMITTEES, COMMITTEE CHAIRMAN AND VICE CHAIRMAN**

**7. TO APPOINT REPRESENTATIVES TO EXTERNAL BODIES**

i. To confirm - Representatives at KALC Swale Committee Meetings

ii. To confirm and update - Councillors areas of Interest

**8. MINUTES OF THE PARISH COUNCIL MEETING HELD ON 26 APRIL 2022**

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

**9. MATTERS ARISING FROM THE MINUTES**

**10. PUBLIC QUESTION TIME**

This is a concessionary short session and will be limited to fifteen minutes. Three minutes per person will be allowed initially and only if time permits will further comments be heard.

**11. VISITORS**

i. Borough Councillors

ii. County Councillor

**12. PLANNING**

i. To receive an update

ii. Ref: 22/502410/FULL

Address: 8 School Lane Newington Sittingbourne Kent ME9 7LB

Proposal: Erection of a first-floor front extension (Resubmission 21/501252/FULL).

iii. Ref: 20/505059/FULL

Address: Willow Trees 111 High Street, Newington ME9 7JJ

Revised proposal: Retention of existing chalet bungalow with amended residential curtilage and erection of 10 dwellings (7 x three bedrooms and 3 x four bedrooms) with associated access, parking, amenity, and landscaping

*To consider proposal to defer item to a Planning Committee meeting to be arranged*

**13. AMENITIES COMMITTEE**

i. To receive the minutes of the Amenities Committee meeting held on 24 May 2022 and consider the recommendations

ii. To consider quotation for notice board

iii. To consider quotation for Pavilion ceiling plates over heaters

iv. Facilities Management Annual Risk Assessment

**14. SWALE BOROUGH COUNCIL LAND AT CAR PARK TRACK ENTRANCE**

To consider adopting the land

**15. ALLOTMENTS**

**16. VILLAGE VOICE AND MEDIA**

**17. MY COMMUNITY VOICE**

**18. FINANCE**

- i. Cheque list: to consider invoices for payment
- ii. To consider request for a grant from Swale Citizens Advice
- iii. Any other finance matter received by 31 May 2022
- iv. Insurance renewal

**19. ADMINISTRATION**

- i. Review of Risk Assessment
- ii. To adopt a Co-option Policy

**20. CHURCHYARD AND CEMETERY**

To receive and update

**21. HIGHWAYS**

- i. To receive and update
- ii. 20mph zone review

**22. STREET LIGHTING**

**23. ENVIRONMENT**

**24. REPORTS FROM MEMBERS**

To receive reports from Members on KALC; Village Hall, School Governor; Meetings.

**25. CORRESPONDENCE**

**26. ANY OTHER BUSINESS**— This for information only and no decision can be made on items raised.

**Date of next meeting: Tuesday 28 June 2022 at 7pm**

*Wendy Licence*

Clerk to Newington Parish Council

Date: 25 May 2022

**To help keep loved ones safe, please DO NOT attend the meeting if you have COVID-19 or have experienced symptoms. Questions and comments can be sent to the Clerk to be raised at the meeting.**

Legislation allows for meetings to be recorded by anyone attending. Persons intending to record or who have concerns about being recorded should please speak to the Clerk.