



PARISH COUNCIL OF SANDHURST, KENT

Please reply to The Clerk, Lisa Hale, Old School, Back Road, Sandhurst, Kent TN18 5JS 01580-850295

All Members of the Council

2nd October 2018

You are hereby summoned to attend a Parish Council meeting of Sandhurst Parish Council, to be held in the Old School, Sandhurst on **Tuesday 9th October 2018 at 19.15** for the purpose of transacting the following business.

Signed:

Lisa Hale- Clerk to Sandhurst Parish Council

Please contact the Clerk if you are unable to attend.

AGENDA

10/18/1	To accept apologies and reason for absence.		
10/18/2	Declarations of interest on Items on the agenda.		
10/18/3	To approve the minutes of the Parish Council Meeting of the 11 th September 2018.		
10/18/4	4.1. To receive a report from the nominated TWBC Borough Councillor Godfrey Bland. 4.2. To receive a report from Kent County Councillor Seán Holden.		
10/18/5	Public adjournment: To suspend meeting for any public statements for up to 15 minutes in total. Individual items should not be longer than 5 minutes unless the Chairman requests otherwise. Members of public are encouraged to attend Council meetings and raise any pertinent issues at this point.		
10/18/6	6.1 To consider and approve the minutes of 25 th September 2018. 6.2 Planning Applications to be reviewed		
	APPLICATION REFERENCE	Location	Proposal
	18/02872/FULL	Honey Cottage Sponden Lane Sandhurst Cranbrook Kent TN18 5NR	Erection of a two storey three bay garage/ancillary bedroom.
			DATE TO BE RETURNED TO KCC/TWBC BY 19 th October 2018
10/18/7	Matters arising from the minutes that are not covered elsewhere and correspondence received by the Parish Clerk.		
10/18/8	Finance: 8.1 To note accounts paid (for which spending approval has already been agreed). 8.2 Emergency spending to be retrospectively approved. 8.3 To Identify additional expenditure for forthcoming month. 8.4 Budget update and end of year position. 8.5 Approve the updated Asset register (Circulated) 8.6 Confirm the Insurance details with the current provider Zurich. 8.7 Inform the Council of the External Auditor's findings for 2017/2018		

10/18/9	<p>Adopt, review and approve the following policy documents: (Circulated):</p> <p>GDPR documents: Employee Privacy Notice; Councillor Privacy Notice; Data Breach Procedures; Document Retention Policy; Habitual Vexatious Complaints-Telephone; Habitual and Vexatious Complaints; Privacy Notice for Suppliers; Recruitment Policy Notice; Subject Access: How to access records; Subject Access: Request Form.</p> <p>Council Policy Documents: Standing Order (2018 amendments), Disciplinary procedure; Press and Media Procedure Complaints Procedures</p>
10/18/10	Discuss and agree on a Christmas tree provider for 2018 (tender report circulated).
10/18/11	Discuss arrangement for the WWI Commemoration – Battle’s Over, A Nations Tribute.
10/18/12	Discuss and agree on the position of the Commonwealth canopy tree donated by Greg Clark MP
10/18/13	Discuss the scope of the November Full Council agenda item on the Sports Ground Public toilet block.
10/18/14	Discuss and agree changes to the Full Council Meeting dates until May 2019
10/18/15	Discuss the recommendations of the RoSPA playground report 2018 and nominate a councillor to carry out weekly and monthly playground checks.
10/18/16	Update the Council on the Clerk/RFO recent encryption training and arrange a date to train all councillors.
10/18/17	Discuss and agree the Council policy on handling correspondence and contacting residents following recent guidance from KALC.
10/18/18	Discuss the proposal to provide recycling banks at the Sports Ground car park.
10/18/19	Update the Council on the recent contact with Biffa regarding the Litter/dog waste.
10/18/20	<p>To receive Committee and Infrastructure Reports comprising of brief updates and requests for items requiring Full Council approval:</p> <p>20.1 Sports Ground Committee 20.2 Old School Hall – OSH Flooring. 20.2 Infrastructure - Speed watch update 20.3 Transport Accessibility Group update 20.4 Allotment Society update. 20.5 Website Update</p>
<p>The next full Parish Council meeting will be held on Tuesday 13th November 2018 at 19.30 in the OSH, Sandhurst.</p>	