

**Otford Parish Council**  
**The School House, 21 High Street, Otford, Kent, TN14 5PG**

Wednesday 7<sup>th</sup> June 2017

To Members of the Council

You are hereby summoned to attend the 6th Meeting of 2017 of Otford Parish Council at Otford Village Memorial Hall on Monday 12<sup>th</sup> June at 7.30pm for the purpose of transacting the following business

..... Clerk to the Council

Members of the public and press are warmly invited to attend

There will be a 10 minute Public Forum before the meeting and further representations from the public at the Chairman's discretion during the meeting

AGENDA

1. Apologies for absence.
2. Declarations of Interest not previously declared
3. To receive, approve and sign the minutes of the full Council Meeting held 8<sup>th</sup> May 2017
4. Matters arising from the last minutes.
5. Councillor reports
6. District Councillor report
7. Kent County Councillor report
8. Chairman's report
9. Clerk report
10. Correspondence  
Press release from SDC re new District Chairman  
Press release from SDC re new Housing strategy
11. Reports from Committees

A. Amenities (Highways & Services)

- a. To receive the report of the Committee meeting held 15.5.17
- b. To receive the Chairman's report

- c. To receive and agree any recommendations
- d. The Committee recommends the purchase of two bus shelters (Council to consider).
- e. The Committee recommends that the Council considers the proposal of a covered seating area in the Cemetery prior to action being taken (Council to consider)
- d. Copy from SDC of Consultation of Housing Strategy May 2017 (Committee to note).
- e. Letter from Seafarers UK re flying of Red Ensign for Merchant Navy Day (Committee to note).

#### B. Finance & General Purposes

- a. To receive the report of the Committee meeting held 5.6.17
- b. To receive the Chairman's report
- c. To approve orders for payment (circulated).
- d. To receive and agree any recommendations
- e. The Committee recommends that the Council agrees the system of internal control
- f. The Committee recommends that the Council approves the Annual Governance Statement
- g. The Committee recommends that the Council approves the Accounting Statements (OPC to agree)
- h. Copy from Knocker & Foskett of legal updates (Committee to note).

#### C. Environment & Recreation

- a. To receive the report of the Committee meeting held 22.5.17
- b. To receive the Chairman's report
- c. To receive and agree any recommendations
- d. The Committee recommends the purchase of 3 picnic benches to be placed on the Recreation Ground next to the play area (Council to consider).
- e. The Committee recommends the purchase of 2 litter bins to be placed on the Recreation Ground next to the play area (Council to consider).
- f. The Committee recommends that the Council approves the proposed £500 grant to the Old Chalk New Downs Project (Council to approve).

#### D Planning

- a. To receive the report of the Planning Committee meetings held 10.5.17 & 7.6.17
- b. To receive the Chairman's report
- c. To receive and agree any recommendations

#### KALC/NALC/SLCC

- 12. To note date of next meeting as 10.7.17 at 7.30pm