

**YOU ARE HEREBY SUMMONED TO A MEETING FOR THE FULL
COUNCIL OF RUSTHALL PARISH COUNCIL**

**at The Rackliff Centre to be held on Monday 9th October 2023 at
7.30pm where the following business will be transacted.**

Committee Members: Cllr L Ellicott, Chair (LE), Cllr M O'Callaghan, Vice-Chairman (MOC), Cllr B Edwards (BE), Cllr D Funnell (DF), Cllr A Britcher-Allan (ABA), Cllr D Smith (DS), Cllr C Ducklin (CD), Cllr P Gripper (PG) and Cllr A Funnell (AF).

Alison Stevens (AS)
Clerk to Rusthall Parish Council
28th September 2023

AGENDA

No decisions will be taken by the Parish Council on any item not on this Agenda

- 1. Enquire whether anyone present intends to film, photograph and/or record the meeting.**
- 2. To receive and approve apologies for absence.**
- 3. Declarations of Personal and Prejudicial Interests.**
- 4. Declarations of Lobbying.**

5. Minutes

5.1 To resolve that the minutes of the Parish Council Meeting held on **11th September 2023** can be taken as read, confirmed as a correct record and signed by the Chairman.

5.2 Matters outstanding from these minutes (not listed as separate agenda items)

5.3 Matters outstanding from previous minutes

6. Open session for questions from the public:

(Members of the public will raise their hand when they wish to speak).

*Constitutionally and in accordance with certain implications of the Local Government Code of Conduct, there can be **no** discussion of these items at this stage. Any issue will either be addressed elsewhere in the agenda or, if not already so listed, be referred to at a future meeting of the Parish Council. If you wish to speak at the Public Session, you will have up to three minutes for this purpose, after which you are welcome to stay as an observer but will **NOT** be allowed to participate in the council's discussions.*

7. Session for County and Borough Councillors on matters concerning the Parish.

8. Finance update – Cllr O'Callaghan

8.1 Accounts for Payment; to authorise the payment of invoices (list to follow).

8.2 Quarterly review of Expenditure v Budget

8.3 Quarterly review of Receipts and Payments

8.4 Budget 2023/2024 updates

8.5 Grant Application – to consider awarding a grant to the Scouts for tents and shelters.

9. Allotments Committee – Cllr D Smith to:

9.1 Adopt the draft minutes from the committee meeting held on the 2nd October 2023, if available.

9.2 Approve any budget virements.

9.3 Consider commissioning an Annual Tree Report.

9.4 To notify the Council of a problem with;

i: the rent reminders this year, and;

ii: TWBC owned trees overhanging the allotments.

10. Environment Committee – To adopt the draft minutes of the Environment Committee Meeting held on the 24th July 2023 - Cllr A Britcher-Allan

11. Defibrillator update – Cllr O’Callaghan/Cllr A Britcher-Allan.

12. Highways updates – to update on the position re; the A264 crossing – Cllr L Ellicott.

13. Rusthall Volunteers update – Cllr M O’Callaghan.

14. Rusthall Civic Plaque update - Cllr D Funnell.

15. Chair’s Report – Cllr L Ellicott

16. Officers’ Report - Officer Stevens

17. Diary Dates

13th Nov 2023 - 7.30pm – Full Council Meeting

23rd Oct 2023 – 7.30pm – Environment Committee

18. Items for Information

19. Next meeting of Full Council -

13th Nov 2023 - 7.30pm - The Rackliff Centre