

**To:** Members of Rusthall Parish Council

**Copy:** Borough Councillors Alex Britcher-Allan, Matthew Sankey and Jayne Sharratt.

I summon you to a meeting of Rusthall Parish Council on Monday 09<sup>th</sup> December 2024 at 7.30pm in The Rackliff Centre, when business detailed on this agenda will be transacted.



Claire Reed

Clerk to Rusthall Parish Council

02 December 2024

Quorum for Council: 3 Members

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## AGENDA

1. Enquire whether anyone present intends to film, photograph and/or record the meeting
2. To receive and accept any apologies for absence
3. Declarations of Personal and Prejudicial Interests.
4. Declarations of Lobbying
5. Minutes
  - 5.1 To approve and sign as a correct record the Minutes of a Meeting of the Parish Council held on Monday 11<sup>th</sup> November 2024.

*Members are reminded that the only issues relating to the Minutes that can be discussed are their accuracy.*
  - 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).*

*This is an opportunity for members of the public to ask questions or raise issues of local interest. Thereafter they are welcome to stay and observe the rest of the Meeting (members of the public are not permitted to speak during the remainder of the meeting except by special invitation of the Chairman) Public Bodies (Admission to Meetings) Act 1960, s1. Please note, Council cannot lawfully decide on items of business not specified on the published agenda although the Chairman may decide to refer any issues raised for further discussion (LGA 1972 Sch. 12 10 (2)(b)).*
7. Session for County and Borough Councillors on matters concerning the Parish.

8. Finance update - RFO
  - 8.1 To receive the Interim Audit report and to note any action needed.
  - 8.2 To review the level of reserves held and to consider whether any earmarked reserves need to be increased/ released.
  - 8.3 To consider the fee proposals for 2025-26 and to decide on any action needed.
  - 8.4 To resolve to approve the budget for 2025-26
  - 8.5 To resolve to set the precept figure for 2025-26.
  - 8.6 To consider the insurance quotations received and resolve to appoint an insurer for 2025-26.
  - 8.7 Accounts for Payment; to authorise the payments as listed (list to follow).
9. Resolutions
  - 9.1 To resolve to appoint a new lead councillor for Highways.
  - 9.2 To resolve to adopt the KALC Community Awards Scheme for 2025.
10. To receive an update on Mary Caley Play Area.
11. Highways update - Cllr Liz Ellicott
  - a. To receive an update on Highways matters.
12. Chair's Report
13. Clerk's Report
14. Items for Information
  - a. Meeting dates for 2025.
  - b. Grounds Maintenance tender documents will be sent out in the first week of January with the aim of appointing a contractor for March.
15. Diary Dates
  - 23<sup>rd</sup> December 2024 – 2<sup>nd</sup> January 2025 (inclusive) – Office closed for Christmas
  - Monday 20<sup>th</sup> January 2025 - Environment Committee
  - Monday 10<sup>th</sup> February - Full Council