



Lydden Parish Council

SUMMONS

To All Members of the Parish Council, in accordance with the requirements of the Local Government Act 1972, you are hereby summoned to attend a meeting on:

Wednesday 18th June 2025 at 7:30 pm.

The meeting will be held in the Lydden Village Hall, Canterbury Road, Dover CT15 7EX

Irene Bowie

Clerk to the Council

clerk@lydden-pc.gov.uk

13th June 2025

NOTICE OF MEETING

Public Notice of the meeting has been given in accordance with Schedule 12, Para 10(2) of the Local Government Act 1972. The Meeting is open to the press and public.

AGENDA

1. Apologies.

- 1.1 Apologies for absence received and confirmed by the Council Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meetings; under Section 75(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.
- 1.2 Declaration of Changes to the Register of Interests.
- 1.3 To receive Declarations of Interest in respect of matters contained in this agenda. In accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers.
- 1.4 Requests for Dispensations.
- 1.5 Declarations of Lobbying.

2. Public comments and observations. (Maximum 15 minutes)

The meeting will be adjourned to allow members of the public to speak. Individuals may speak for up to three minutes, at the discretion of the Chairman, on agenda items only. The minute book will be closed.

3. Reports from external parties (if present).

Kent County Councillor, Dover District Councillor, Police.

4. Minutes of the Parish Council Meeting

To resolve that the minutes of the Parish Council Meeting held on the 7th of May 2025 to be taken as read, confirmed as a correct record, and signed by the Chairman.

5. Planning:

- 5.1 To table planning applications received for consideration.
- 5.2 To table decisions by Dover District Council (DDC) since the last meeting.
- 5.3 To Table and Validate Planning Applications dealt with since the last meeting.
- 5.4 To Table late planning matters.

6. To receive Reports

- 6.1 Chairman's Report
- 6.2 Clerks Report (on matters not included in other agenda items)
- 6.3 Councillors Report (on matters not included in other agenda items)

- 6.4 Allotments Report and Update
- 6.5 Village Hall Report and Update
- 6.6 Lydden Speedwatch
- 6.7 VE Day 80th Anniversary 8th May 2025 (Parish Council event 10th May 2025)

7. Highways:

- 7.1 To receive the parish portal report
- 7.2 To receive updates on the KCC Highways Improvement Plan
- 7.3 To receive any other Highways Matters

8. Finance:

- 8.1 To receive and authorise payments listed on the schedule (to be provided at the meeting)
- 8.2 Late Payment Request/s to be discussed for approval and payment.
- 8.3 To consider any request for grants or donations
- 8.4 To table any late financial matters

9. Annual Policy Review:

- 9.1 Standing Orders
- 9.2 Financial Regulations

10. To receive the Annual Governance and Accountability Return (AGAR) for the financial year ended 31st March 2025

- 10.1 Accounts for Approval
 - 10.1.1 To receive the 2024/25 Accounts
 - 10.1.2 To review the 2024/245spend vs budget
 - 10.1.3 To receive the Financial Report for 2024/25
 - 10.1.4 To Receive the Asset register 2024/25
- 10.2 To receive and note the Annual Internal Audit Report
- 10.3 To receive and approve the Annual Governance Statement (Section 1)
- 10.4 To receive and approve the AGAR Accounting Statements (Section 2)
- 10.5 To receive and approve the AGAR for 2024/25

11. Correspondence:

- 11.1 To table items of late correspondence.
- 11.2 Items circulated or received.
 - 11.1.1 Local Government Reorganisation Briefing for Town and Parish Councils – Thursday 22 May 2025 at 6.00pm
 - 11.1.2 May Newsletter – Kent Police
 - 11.1.3 Chairmans' Forum 22nd July 2025

12. Agenda Items for the next meeting:

13. Consideration of items to be taken in private (Exclusion of Public and Press):

There are only a few reasons as to why, legally, the public and press can be excluded from a meeting. The Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2) states "A body may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies." It is generally considered acceptable to exclude the press and public if the agenda item relates to the consideration of tenders, leases, purchases of assets, for matters relating to staffing covered by the Data Protection Act and to consider complaints against the council or a code of conduct complaint

2025 Meeting Dates :

2nd July, 3rd September, 1st October, 5th November.

Notes on declarations of interest

Any Member arriving after the start of the meeting is asked to declare pecuniary interests, as necessary, as soon as practicable after their arrival, even if the item in question has been considered. National rules about pecuniary interests are set out in Chapter 7 of the Localism Act 2011 and in secondary. Legislation made under the Act, in particular The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012