

Wickhambreaux Parish Council

Parish Clerk: Chenice Howard-Sparkes,
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TO: ALL MEMBERS OF WICKHAMBREAUX PARISH COUNCIL

Councillors are hereby summoned to attend the Annual Meeting of Wickhambreaux Parish Council on **WEDNESDAY 14 MAY 2025** at Wickhambreaux Village Hall at **6.30pm** for the transaction of the business described in the following Agenda.

CHENICE HOWARD-SPARKS, CLERK TO THE COUNCIL

Under Appendix A of the Parish Council's Standing Orders, all councillors and members of public should announce at the start of the meeting whether they wish to record the meeting. A copy of the Standing Orders and Appendix A are available to view on the Parish Council's website or the Clerk can provide a copy on request.

A G E N D A

1. Election of Chairman for the Council year 2025-2026
2. Election of Vice-Chairman for the Council year 2025-2026
3. Election of members to Committees and Groups for the Council year 2025-2026
4. The Chairman's opening remarks and apologies for absence.
5. Declarations of Cllrs' Interest and amendments to the Register of Interest.
6. To confirm the Minutes of the Meeting held **15 APRIL 2025**
7. To report matters arising from the Minutes
8. Planning:

New Applications:

CA/25/00679	Units 5 To 10, Sparrow Way, Lakesview International Business Park, Hersden	Extension to commercial unit to provide additional warehouse space (2795 sq m)
CA/25/00690	Meadowcroft, Lambkin Wall	Single-storey side extension.
CA/25/00774	The Red Lion, Stodmarsh Road	Retrospective application for timber covered seating area to side and rear
CA/25/00776	Rivercroft, Grove Ferry Road	Variation of condition 2 (drawings) of planning permission CA/23/00700 for Single-storey detached dwelling following demolition of existing dwelling, to allow reduction in floor area and alteration of roof to mono pitch.

Determined:

CA/25/00151	Chapel Cottage, Grove Road	Single storey rear extension together with creation of formation of access	Granted
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9. Annual Return 2024-2025
TO RECEIVE, CONSIDER AND APPROVE:
 - i) The Internal Auditor's report and any recommendations thereon
 - ii) The Annual Return for the financial year ended 31 March for submission to Mazars LLP:
 - Section 1 : the Annual Governance Statement – TO RESOLVE to accept Section 1 in advance of approving Section 2 - and when resolved section 1 should be signed by the Chairman and the Minute No. subsequently noted
 - Section 2 : the Accounting Statements – TO RESOLVE to approve Section 2 – and when resolved Section 2 should be signed by the Chairman (and the subsequent Minute No entered later)

10. TO DISCUSS and CONSIDER KCC Traffic Regulation Order Consultation to change the speed limit to 30mph on Grove Ferry Hill and Grove Ferry Road from its junction with Island Road for a distance of 660 metres
11. Financial matters, including Precept, Concurrent, bank statements and authorisation of accounts
 - I. To authorise payments for:
April-May 2025 Interim Payments
Frank Montgomery Playing Field Committee – Grant for improvements to nature area (previously agreed at the Parish Council meeting held 21 January 2025) - £517.97

May 2025
Zurich Municipal – Parish Council Insurance 2025-2026 – £455.67
Lionel Robbins – Internal Auditor Fee 2024-2025 - £105.00
The Sustainable Printworks – Printing APM invitations - £25.20
Majestic Garden Care – Grass Cutting Playing Field April 2024 - £120.00
Cllr Caroline Rees – Reimbursement for storage units in village hall rear storeroom - £782.10
Chenice Howard-Sparkes – Clerk Salary May 2025
Moss Stevens – Village Hall Cleaning May 2025
HMRC – Employee and PAYE May 2025

12. Clerk Report and Correspondence

13. Any Other Business

Dates of future meetings: 17 June, 07 July, no meeting in August, 16 September, 21 October, 18 November, no meeting in December.