



WHITFIELD PARISH COUNCIL

Dated this 4th October 2022

You are hereby summoned to attend a Meeting of the WHITFIELD PARISH COUNCIL, which will be held on **TUESDAY 11th OCTOBER 2022, at the Sports Pavilion, Recreation Ground, Cranleigh Drive, Whitfield, Dover, Kent**, beginning at 7.30pm to transact the business shown on the agenda below.

Please do not attend if you or anyone in your household is unwell or has COVID-19 symptoms, or have tested positive and the recommended self-isolation period is not complete.

Maintain social distancing as far as possible from anyone you do not have regular contact with.

Respect those who may be cautious.

Use hand sanitizer when entering the building. Clean your hands often. Keep surfaces clean.

Please wear face coverings in confined areas.

Thank you.

Jo Matcham
PARISH CLERK

AGENDA

1. Apologies for absence.

2. **DECLARATIONS OF INTEREST**

To receive any declarations of interest that Members may wish to make.

3. **MINUTES**

To receive and approve the Minutes of the Parish Council Meeting held on 12th July 2022 (copy attached).

4. **FINANCE**

To consider / note the monthly finance report to 30th September 2022 (to follow).

To consider / note the bank reconciliation x 4 for the Parish Council accounts (to follow – if received).

5. **CONCLUSION OF AUDIT**

To consider / note the comments from PKF Littlejohn in respect of the 2021/2022 Annual Governance and Accountability Return (copy attached).

To note the Conclusion of Audit notice (copy attached).

6. **DOVER FASTRACK PROJECT**

To receive latest updates, information and responses to any questions from the Investment and Projects Team along with representatives from Colas in respect of the Dover Fastrack Project.

7. **COMMITTEES**

To consider the following matters relevant to the Recreation Committee:

To consider the quote received to repair the damaged brickwork to the front / side of the garage extension. 'To remove half of the metal rail and refit the end piece to the shortened railing. To remove all loose bricks and rebuild the small wall' at a quoted cost of £320.00.

To consider next steps in regard to the proposal of constructing a semi-permanent extension to the Pavilion car park by laying grass mesh. Initial costs suggest the sum of £7020.00. A more specific costing may be provided by requesting a site visit / survey (copy attached).

To consider the quotation received from Safeplay to rectify some of the points raised from the annual Play Area Inspection at a cost of £1110.00 excluding VAT (copy attached).

To consider any matters relevant to the Planning Committee and to note / consider the Planning Applications received up to 3rd October 2022 (copy attached)

To consider any matters relevant to the Finance Committee.

8. MATTERS ARISING

9. CORRESPONDENCE

10. PUBLIC PARTICIPATION

11. DOVER DISTRICT / KENT COUNTY COUNCILLORS' REPORTS

To receive any reports from the Dover District Ward Councillor(s) and Kent County Councillor.

12. REPORTS FROM REPRESENTATIVES

To receive any other reports from Councillors in respect of Meetings / Events attended as representative of Whitfield Parish Council.

13. HIGHWAYS

To receive any updates from Councillors in respect of local highways matters.

To consider the order of priority and adoption of the list of proposals for the Whitfield Parish Council Highways Improvement Plan, which will be sent to KCC Highways (copy attached).

To consider expenditure of up to £20,000.00 from Parish Council Reserves for funding towards the costs of implementing the elements of the Parish Council Highways Improvement Plan.

14. GRANTS AND DONATIONS

To consider the application from WJFC for a grant / donation to assist with costs of new kit in the sum of £3000.00 (copy attached).

15. OPTION TO OPT OUT OF THE SAAA CENTRAL EXTERNAL AUDITOR APPOINTMENT

To consider the Parish Councils option to 'opt out' of the central procurement and appointment scheme in appointment of our own external auditor, for the next five year period (copy attached).

16. CIVILITY AND RESPECT PLEDGE

To note / consider the Parish Council's position in respect of signing up to NALCs Civility and Respect Pledge (copy attached).

17. ANY OTHER BUSINESS

To receive any items for information only, not covered elsewhere on the Agenda.

18. MOTION TO EXCLUDE THE PUBLIC

To consider the exclusion of any public and press present.

19. **TO CONSIDER CO-OPTION TO WHITFIELD PARISH COUNCIL**

To consider any applications for co-option to Whitfield Parish Council.