



WHITFIELD PARISH COUNCIL

Dated this 1st November 2022

You are hereby summoned to attend a Meeting of the WHITFIELD PARISH COUNCIL, which will be held on **TUESDAY 8th NOVEMBER 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 Extra-Ordinary Parish Council Meeting held on 25th October 2022 (to follow).

4. **FINANCE**

To consider / note the monthly finance report to 31st October 2022 (to follow).

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

5. **COMMITTEES**

To consider any matters relevant to the Recreation Committee:

To consider the Parish Council response to Planning Application 22/01319 'Erection of a two storey Medical Centre with Solar Panels to roof, new vehicle access, car parking and landscaping' at land between Arable Drive and Field View Road, Whitfield, CT16 3FB (details available on DDC website).

To consider the Parish Council response / comment to the Dover District Council Local Plan to 2040 (previously emailed to all Councillors).

To consider any other matters relevant to the Planning Committee.

To consider any matters relevant to the Finance Committee.

6. **MATTERS ARISING**

7. **CORRESPONDENCE**

8. PUBLIC PARTICIPATION

9. DOVER DISTRICT / KENT COUNTY COUNCILLORS' REPORTS

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

10. REPORTS FROM REPRESENTATIVES

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

11. HIGHWAYS

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

12. PAVILION FIRE AND SECURITY SYSTEMS

To consider the engagement of K T Fire Protection Ltd to undertake an Annual Service of Fire Protection Systems and Emergency Lighting on a Bi-Annual basis at a quoted cost of £270.00 per annum (copy attached). To note: K T Fire Protection Ltd are already engaged to carry out annual servicing of Fire Fighting Equipment.

To consider the replacement of 2 x CCTV cameras - which have failed - at an approximate cost of £180.00 per unit, plus VAT. The cameras are no longer in warranty, they were installed in 2018, and the warranty was for 3 years.

13. RECREATION GROUND / FOOTBALL PITCHES

To consider any action following complaints received from Whitfield Juniors FC of cracks in 2 of the Recreation Ground Football Pitches, WJFC request that a proper repair is undertaken.

14. HEALTH AND SAFETY MATTERS

To discuss review of the Parish Council Meeting arrangements in respect of mask wearing and the layout of the Meeting Room.

15. ANY OTHER BUSINESS

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

16. MOTION TO EXCLUDE THE PUBLIC

To consider the exclusion of any public and press present.

17. TO CONSIDER CO-OPTION TO WHITFIELD PARISH COUNCIL

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