

**Otford Parish Council**  
**The School House, 21 High Street, Otford, Kent, TN14 5PG**

Tuesday 5<sup>th</sup> May

To Members of the Council

You are hereby summoned to attend the Annual Meeting of 2015 of Otford Parish Council at Otford Village Memorial Hall on Monday 11th May at 7.30pm for the purpose of transacting the following business

..... Clerk to the Council

Members of the public and press are warmly invited to attend

There will be a 10 minute Public Forum before the meeting and further representations from the public at the Chairman's discretion during the meeting

AGENDA

1. Apologies for absence.
2. To elect a Chairman for the forthcoming year
3. To receive the Chairman's declaration of office
4. To elect a Vice Chairman for the following year
5. Declarations of Interest not previously declared
- 6 To appoint Committees and Overseers for the forthcoming year
7. To receive, approve and sign the minutes of the full Council Meeting held 13th April 2015
8. To receive and agree the minutes of the Annual Parish Meeting held 27<sup>th</sup> April 2015
9. Matters arising from the last minutes.
10. Councillors reports
11. District Councillors report
12. Kent County Councillors report
13. Chairman's Report
14. Reports from Committees

#### A.Highways

- a. To receive the report of the Highways Committee meeting held 20.4.15
- b. To receive the Chairman's report
- c. To receive and agree any recommendations

#### B.Services

- a. To receive the Chairman's report
- b. To receive and agree any recommendations
- c. Copy from Kent Police and Crime Commissioner of Police & Crime Plan 2013-2017 (Committee to note).
- d. Copy from Hospice in the Weald on Newsletter Spring 2015 (Committee to note).
- e. Copy from KCC of Consultation on Customer Service Policy (Committee to note).

#### C. Finance & General Purposes

- a. To receive the report of the F&GP Committee meeting held 20.4.15
- b. To receive the Chairman's report
- c. To receive and agree any recommendations
- d. To approve orders for payment (circulated).
- e. Letter from OVMH re review of Hire charges (Committee to note).

#### D. Recreation

- a. To receive the Chairman's report
- b. To receive and agree any recommendations
- c. Copy from OSA of Minutes of AGM held 16.4.15 (Committee to note).
- d. E-mail from resident re Hale Lane Swing (Committee to note).

#### E. Planning

- a. To receive the report of the Planning Committee meetings held 29.4.15
- b. To receive the Chairman's report
- c. To receive and agree any recommendations
- d. Copy from CPRE of Notice of AGM to be held 13.6.15 (Committee to note).

#### F Environment

- a. To receive the Chairman's report
- b. To receive and agree any recommendations

#### KALC/ACRK/NALC

- a. Copy from NALC of DIS issue no 856
- b. NALC Legal Topic Note on Staff Pensions
- c. Copy from KALC of Sevenoaks Area Committee minutes of meeting held 13.3.15

11. To note date of next meeting as 8.6.15 at 7.30pm