

TOVIL PARISH COUNCIL

YMCA Community Centre, Barfreton Close, Tovil, Maidstone,
Kent, ME15 6FG



I give you notice that a Meeting of The Full Council will be held on Monday 14th July 2025, at 7pm at the Tovil Working Men's Club.

Members of the public are invited to attend the meeting; the Chairman will close the minute book during the meeting and commence the public session¹. Each member of the public will have three minutes to speak to the Council.

All members of the Council are summoned to attend, consider, and resolve upon the business to be discussed. The agenda is set out below.

Rachel Newcomb

Rachel Newcomb

Clerk

Date 9th July 2025

BUSINESS TO BE TRANSACTED

1.
 - (a) Apologies for absence received by the Council.
 - (b) Declaration of Changes to the register of interests.
 - (c) Declarations of Pecuniary Interest or other Interests as defined by the Kent Code of Conduct and the Localism Act 2011 on any items on the agenda.
 - (d) Requests for dispensation.
 - (e) To confirm whether anyone in attendance intends to film or record the meeting.

Public Session² (meeting Adjourned – minute book closed). Chairman to invite members of the public to make representations, answer questions or give evidence to any items listed on the agenda. A maximum of three minutes per person is allowed and the session will be closed after fifteen minutes.

2. **To agree the minutes of meetings.**
 - (a) To agree the minutes of the Full Council meeting held on the 9th June 2025 the minutes will be taken as read, then signed and initialled by the Chairman.

¹ Tovil Parish Council, Public Participation Policy

² Tovil Parish Council, Public Participation Policy

- 3. Finance**
- a) **To approve the Payments Schedule for July** – Chairman and another Councillor signatory to sign the schedule in conjunction with the invoices.
 - b) **To note the bank reconciliation for June in conjunction with the Bank Statement.** - Chairman and another Councillor signatory to sign and date the reports
 - c) **To receive the payments and receipts report for June.**
 - d) **To note the Progress against the Budget Report.**
 - e) **To note the Councillors authorising payments for July on behalf of the Council.**
- 4. To discuss and decide action:** The item is to have a policy that Borough and County councillors cannot hold the position of Chairman or Vice Chair on Tovil parish council.
- 5. To discuss and decide action:** Councillors who are members to groups (ie Hayle place Nature Reserve, Valley conservation, TAG, CAT. Etc) when items come to council asking for funds should not be able to vote.
- 6. To discuss and decide action:** In relation to communication received from East Farleigh Parish Council in reference to Operation Scarecrow.
- 7. To receive External reports and updates:** To receive any external reports from County and Borough and Police Liaison Report.
- 8. To discuss and decide action:** Communication received from KCC about a Community Transport Grant, application deadline 30/9
- 9. To approve the Standing Orders update – from the NALC model 2025.**
- 10. To discuss and decide action:** for the Clerk to undertake her FILCA at a cost of £144.00
- 11. To discuss and decide action:** The way forward with the donation previously supplied to the YMCA to host a basketball club, due to lack of attendance.
- 12. To discuss and decide action:** Draft Statement of Licensing Policy 2026-2031 - Request for comments
- 13. Questions from Cllrs – for information only (Limited to 15 minutes)**

Date and details of next meeting