

STOKE PARISH COUNCIL



50 Pepys Way, Strood, Rochester, Kent, ME2 3LL

Clerk: Mrs J Allen
Telephone: 01634 710086 / 07799 123550

Email: clerk@stokekent-pc.gov.uk
Website: www.stokekent-pc.gov.uk

I hereby give notice of a meeting of Stoke Parish Council, to be held in the Village Hall, on Wednesday 7th October 2026 at 7.00pm, which all members are summoned to attend.

Jenny Allen ~ Clerk
01/10/2026

Part A	Public discussion (not part of the meeting) where any member of the public may discuss any item. No motions may be proposed nor decisions taken, but matters raised by the public may be placed on the agenda for the next meeting.
Part B	Public discussion on any agenda items. In line with standing order (3) e members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda. This shall take place at this part of the meeting for a maximum of 30 minutes. Following this member of the public are not permitted to speak or to take part in the business of the Parish Council.

1.	Apologies for absence Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meetings, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.
2.	To receive Declarations of Interest and Dispensations To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers. To consider any Dispensation requests received by the Parish Clerk and not previously considered.
3.	Minutes of the last meeting - Appendix A a). To receive and approve the minutes of the Parish Council Meeting held on Wednesday 2 nd September 2026.
4.	Matters arising from the minutes (not otherwise on the Agenda)
5.	Vacancies a). To discuss the Parish Council's current outstanding vacancy.
6.	Medway Councillor report a). To receive an update on the most recent Medway Council news from Ward Cllr M. Pearce.
7.	Tasks agreed at the last meeting - Appendix B a). To receive an update on the tasks agreed at the last meeting.
8.	Planning - Appendix C a). Applications. b). Decisions. c). Appeals and Other Matters.

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9.	Finance - Appendix D - a). Bank balances. - b). To agree the financial performance against the budget for September 2026. - c). Accounts paid since the last meeting to be ratified. - d). Accounts for payment. - e). Payment requests to be discussed for approval and payment. - f). Audit 2025/2026
10.	Management of Land and Property - a). To receive the play park inspection report from the month of September 2026 including the cleaning of play equipment for: - i). The Button Drive Playpark (Lower Stoke). - ii). The Heron Way Playpark (Lower Stoke). - iii). The Street Playpark (Upper Stoke). - b). Lower Stoke Car Park Lease & Purchase
11.	Highways, Transport & Upkeep - a). Footpaths. - b). Lighting. - c). Highways and verges. - d). Pot holes. - e). Fly tipping & Street Cleaning. - f). Grass cutting. - g). Leaking manhole cover on A228 / Grain Road. - h). Noticeboards. - i). Parish Council's Store room at Stoke Village Hall
12.	Communications To receive an update on the following methods of communication: - a). Website. - b). Social media page.
13.	Internal Committee Updates - a). Neighbourhood Plan. - b). Stoke Village Hall. - c). Stoke Community Project.
14.	External Committee Updates - a). KALC. - b). Rural Liaison Board - c). SSE
15.	Contractor Works - Appendix E - a). Tree in Lower Stoke Car Park - b). Repainting Upper Stoke Play Equipment - c). Trees in Upper Stoke Play Park - d). Middle Stoke Noticeboard

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16.	Events a). Christmas 2026
17.	Date of next meeting ~ Wednesday 18 th November 2026
18.	Exclusion of Public and Press a). To consider and, if thought fit, pass the following resolution: "That under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for the following item of business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted."
19.	Personnel Matters - Appendix F a). NJC Increment b). Personnel reviews
20.	Close of meeting