

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 the Annual Parish Council meeting, to be held after the Annual Parish Meeting, at the Lower Stoke Methodist Church on Wednesday 7th May 2025 at 7.40pm.

Jenny Allen ~ Clerk
01/05/2025

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 members of the public are not permitted to speak or to take part in the business of the Parish Council.

Agenda

1.	Election of Chair Person To elect the Chair Person of Stoke Parish Council for the 2025/2026 Council Year.
2.	Chair Person's Declaration of Acceptance of Office To receive the Chair Person's Declaration of Acceptance of Office or, if the Chair Person is not present, to resolve that such Declaration be made at or before the next Ordinary Meeting of the Council.
3.	Election of Vice-Chair Person To elect the Vice-Chair Person of Stoke Parish Council for the 2025/2026 Council Year.
4.	Vice-Chairman's Declaration of Acceptance of Office To receive the Vice-Chair Person's Declaration of Acceptance of Office or, if the Vice- Chair Person is not present, to resolve that such Declaration be made at or before the next Ordinary Meeting of the Council.
5.	Apologies for absence
6.	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.
7.	Minutes of the last meeting – Appendix A a). To receive and approve the minutes of the Parish Council meeting held on Wednesday 2 nd April 2025.

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8.	Matters arising from the minutes (not otherwise on the Agenda)
9.	To review the Council's Sub Committee Memberships a). Personnel b). Planning c). Finance
10.	To review the Council's Working Party Memberships a). Playparks b). Policies c). Events
11.	To review the Council's representatives for external bodies a). KALC b). Rural Liaison c). Lower Stoke Village Hall d). SSE
12.	To review and approve the Council's and/or employees' subscriptions to other bodies a). KALC b). Rialtas c). Satswana
13.	Ward Councillor report a). A report by Ward Councillor Chris Spalding.
14.	Planning Applications – Appendix B a). Applications. b). Decisions. c). Appeals and Other Matters.
15.	Finance - Appendix C a). Bank balances b). To agree the financial performance against the budget for April 2025. 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). To receive an update on the audit process for 2024/ 2025.
16.	Management of Land and Property a). To receive the play park inspection report from the month of April for: i). The Button Drive Playpark (Lower Stoke) ii). The Heron Way Playpark (Lower Stoke) iii). The Street Playpark (Upper Stoke)

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17.	Highways, Transport & Upkeep To receive any reports relating to: a). Footpaths b). Lighting c). Highways and verges d). Pot holes e). Fly tipping f). Grass cutting h). Heron Way recreation ground fence
18.	Village Events a). 80 th Anniversary of VE Day – Saturday 10 th May 2025.
19.	Correspondence - Appendix D a). Lower Stoke Car Park.
20.	Reports and Circulars
21.	Any other business (no votes may be taken)
22.	Date of next meeting
23.	Section 100A(4) To resolve that pursuant to Section 100A(4) of the Local Government act 1972 that the public be excluded from the following item because it is likely in view of the nature of the business to be transacted that if members of the public are present during this item, there would be disclosure to them of exempt information as defined in Part 1 of Schedule 12A of the act.
24.	Confidential Matters To receive an update on the following matters: a). Village Hall Roof, Constitution + Doctors Surgery Update. b). Sale of Lower Stoke Car Park.
25.	Close of meeting