

Luddesdown Parish Council

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



To all members of Luddesdown Parish Council

You are hereby summoned to attend the **Annual Council Meeting of Luddesdown Parish Council** on **Monday 19th May 2025** at **7:30pm** to be held at **Luddesdown Village Hall, DA13 0XE**. Papers have been circulated for items marked with (*)

Yours faithfully

Charles Amis
Clerk and Responsible Financial Officer
Date of Issue: Wednesday 14th May 2025

AGENDA

1. **To elect the Chairman of Luddesdown Parish Council for the 2025/2026 Council Year and to receive the Declaration of Acceptance of Office from the Chairman**
2. **To elect the Vice-Chairman of Luddesdown Parish Council for the 2025/2026 Council Year and to receive the Declaration of Acceptance of Office from the Vice-Chairman**
3. **Apologies for Absence:** To receive and accept apologies
4. **Declarations of Members' Interests:**
 - 4.1 To remind all Members that they are required to submit their declaration of interest forms to the Monitoring Officer within twenty-eight days of the election
 - 4.2 To receive declarations of pecuniary and non-pecuniary interests for this meeting
5. **To approve minutes of the previous Full Council meeting:** 17.03.2025 (*)
6. **Public Session & External Reports**
 - 6.1 **Public Session**
 - 6.2 **Borough Councillors and County Councillor**
 - 6.3 **Crime Report**
7. **Highways Improvement Plan**
 - 7.1 **To arrange a Ms Teams Meeting with KCC Highways**
8. **Annual Review of Council Operations**
 - 8.1 **Schedule of Meetings:** To note the schedule of meetings of meetings up to and including the next Annual Meeting of Council (*)
 - 8.2 **Subscriptions:** To review and approve the Council's and employees' subscriptions to other bodies
 - 8.3 **Arrangements for Receiving Correspondence:** To confirm that all councillors will continue to receive summons, agendas and minutes plus other correspondence via email
 - 8.4 **Banking Arrangements:** To review the bank account signatories for 2025/2026. Sign banking signatory forms
9. **Financial Matters**
 - 9.1 **Schedule of Payments:** To approve the schedule of payments up to 09.05.24, in accordance with Financial Regulation 5.2 (*)

- 9.2 Receipts & Payments Report:** To note the receipts and payments report up to 09.05.24
 - 9.3 Bank Statement:** To receive the bank statement as of 19.05.2025 (*)
- 10. Planning Applications:** To consider any applications received. Late applications may be considered.
 - 10.1 Land East of Yew Trees**
 - 10.2 20250279 – Otarawairere, Henley Street**
 - 10.3 Red House, Wrangling Lane**
 - 10.4 Cobham House Vineyard, Gold Street**
- 11. Matters for 2025-2026**
 - 11.1 We are Beams in the Community Event on Monday 23rd June**
 - 11.2 Lower Thames Crossing**
 - 11.3 KALC Gravesham Area Committee - Representatives:** To agree two representatives that will attend the KALC Area Committee meetings