

# HALLING PARISH COUNCIL

The Community Centre, High Street, Lower Halling, Rochester, Kent. ME2 1BS

Acting Clerk/Proper Officer/RFO Mr C Fribbins Telephone No (01634) 241551  
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To Members of Halling Parish Council

You are hereby given notice that the Annual Meeting of Halling Parish Council will be held on Tuesday May 9th 2023 at 7.30 pm in the **Jubilee Hall, Browdens Road, Upper Halling,**

Followed by the May Meeting of the council

Members are hereby summoned to attend, Members of the public are welcome to observe. All councillors will need to sign the acceptance of office at or before this meeting.

- 030/23 Election of Chairman for 2023-2024 (must be first item LGA 1972) and signing of acceptance of office.
- 031/23 Apologies for absence
- 032/23 Declaration of any Pecuniary and / or Prejudicial Interests
- 033/23 Urgent items to be considered by reason of special circumstances
- 034/23 Approve the Minutes of the previous Meeting held on May 3<sup>rd</sup> 2022
- 035/23 Matters arising from the previous Minutes
- 036/23 Elect Vice Chairman for the forthcoming year 2023 – 2024 and signing of acceptance of office.
- 037/23 To discuss and agree dates for Parish Council Meetings for the coming year (current policy is for bi-monthly meetings alternating between Upper Halling (Jubilee Hall) and Lower Halling (Halling Community Centre))  
Meeting Dates – July, September, November 2023, January, March 2024  
Additional meetings can be called by the Chairman or two councillors (in writing)  
Dates and venues to be confirmed.
- 038/23 To appoint member of committees and representatives to other bodies:
- Finance Committee (all councillors)
  - Complaints or Disciplinary – to be convened as necessary
  - Personnel Committee – to be convened as necessary
  - Estates and Environment Committee (including Planning and Footpaths, non-councillors may be included, with non-voting rights in accordance with the committee's terms of reference).
  - Events Committee (non-councillors may be included, with voting rights in accordance with the committee's terms of reference).
  - Halling Association (non-councillors may be included, with voting rights in accordance with the committee's terms of reference)
  - Consider the creation of new committees/changes (terms of reference required) at future council meetings.

Other Bodies:

- Kent Association of Local Councils (Medway Committee) – Up to 2 Councillors
- Kent Association of Local Council (Local Training Representative)
- Medway Council Rural Liaison Committee – One councillor and substitute.
- John May Charity (along with appointees from Snodland Town Council and Birling Parish Council)
- Police Liaison – One councillor to liaise with Police/Medway Community Safety Officers and meetings.
- Parish Council/Community Centre Liaison
- Parish Council/Jubilee Hall Liaison
- Consideration of appointment to Medway Valley Line Community Rail Partnership
- Further committees, sub-committees, working parties and member responsibilities to be established as necessary by future council meetings.

039/23 To Confirm Key Policies of the (new) Parish Council:

- Standing Orders
- Financial Regulations
- Social Media Policy (new)
- Other policies as adopted previously

040/23 To discuss Priorities for 2023/24

- Halling View (depends on councillor input/involvement)
- Area of Outstanding Natural Beauty (AONB)
- Land Acquisition (Halling Marsh) – and management
- Others ?

041/23 End of Meeting

Chris Fribbins – Clerk / Proper Officer / RFO to Halling Parish Council  
Thursday April 27<sup>th</sup> 2023