

All Parish Councillors are duly summoned to attend the
Full Council Meeting of HOUGHTON PARISH COUNCIL
 To be held on Tuesday 2nd July 2019
 7.30pm at Houghton Village Hall

AGENDA

1	Apologies
2	Declarations of Interest Cllrs to declare an interest in any items of business on this agenda
3	Cllrs to confirm the accuracy of the minutes of the meetings held on: a) 14 th May 2019 – Annual Meeting b) 4 th June 2019 – Extraordinary Meeting
4	Actions and Updates to be reported
5	Public Participation - <i>This item will be limited to 15 minutes, unless directed otherwise by the Chairman.</i>
6	Borough and County Councillor Reports
7	Planning Cllrs to propose a response to be submitted to TVBC in relation to the following planning or tree applications: a) 19/01469/TREES – Fell 4 x trees behind fence line – Land Adjacent Kents Orchard Houghton.
8	Purchase of Parish Council Laptop and Software Cllrs to approve purchase of a Parish Council Laptop with associated software and approve expenditure amount.
9	Finance a) Cllrs to propose acceptance of the financial statement for the period of 1 st May 2019 to 30 th June 2019. b) Cllrs to approve payments to be made.
10	Adoption of Policies/Procedures Cllrs to review and adopt the following draft policies/procedures: a) Media Policy b) Complaints Procedure c) Health & Safety at Work Policy
11	Cllrs to receive updates on the following: a) Neighbourhood Development Plan b) Playground and Trees c) Lengthsman Scheme
12	Next Meeting Tuesday 3rd September 2019

Members of the public and press are welcome to attend