

# LONGFIELD & NEW BARN PARISH COUNCIL

www.longfieldparishcouncil.gov.uk

Parish Clerk:  
Paula Henney

Tel: 01474 707290 / 07483 157250  
Email: Clerk@longfieldparishcouncil.gov.uk



Office: 1st Floor  
Long Valley Hall  
Fawkham Road  
Longfield  
Kent DA3 7QP

## SUMMONS & AGENDA

To all members

You are hereby summoned to attend a meeting of the

**Longfield and New Barn Parish Council**

**to be held at The Church Hall, Main Road, Tuesday 23<sup>rd</sup> April 2024, 7.30pm**

- 1 **Declarations of Interest:** To receive Members' declaration of interests.
- 2 **Apologies for absence:** To receive and approve any apologies for absence.
- 3 **Minutes of the Meeting:** To approve, as a correct record, the minutes of the Parish Council meeting held 19<sup>th</sup> March 2024
- 4 **Matters Arising from the Minutes not elsewhere on the agenda and review of actions.**
- 5 **Chairman's Report:** To note completion of Clerk's annual appraisal.
- 6 **Correspondence:** To receive and approve correspondence received during past month (white sheet)
- 7 **Public Question Time**
- 8 **Committee Reports and Recommendations**
  - Receive and approve accounts for 2023/2024
    - Receive Internal Audit Report, Elkerlodge – approve auditor for 2024/2025
    - Sign off of accounts and AGAR 2023/2024 for submission to external auditor Mazars
    - Approve dates for exercise of public rights (3<sup>rd</sup> June 2024 to 12<sup>th</sup> July 2024)
  - Receive and approve additional invoices for payment
    - Internal Auditor – Elkerlodge
    - KALC – subscription
    - Streetlights
    - Dartford Borough Council 1. Rates Premises 2. Election Recharge 3. FOLV Building Insurance
    - Approve Councillor KALC AGM expenses
  - To note completed year end reconciliation checks by Councillor 8<sup>th</sup> April 2024. To consider recommendation to add bank reconciliation report to Parish Council monthly meeting documentation.
  - Recommendation to receive and approve the Receipts and Payments for past month (blue sheet).
  - Consultation on Planning Applications (dark green sheet)
9. **Lighting, Street Scenes, Allotments**
  - To note response from Castle Water complaint, Whitehill Allotments (previously circulated 9<sup>th</sup> April 2024) and consider next steps.
  - SSE Update Streetlights Invoicing System
- 10 **Grants and Community**
  - Request for donation We Are Beams
  - Request to display awareness banner We Are Beams
  - Request for donation/refund of hall hire for Ellenor Foundation Fund Raising Event Cllr Mack
  - Long Valley Hall – to note quote for outstanding snagging/repairs and quote for fire proofing stage curtains
  - D Day 80<sup>th</sup> Commemoration 8th June 2024 – Update from working group
  - To receive/approve and sign Deed of Easement – Longfield & New Barn Parish Council and Woodyard, Whitehill Road
  - Longfield Hill Green – Trees. To receive All Tree Consultancy Report (previously circulated 9<sup>th</sup> April 2024) and consider/agree next steps
- 11 **Kent Association of Local Councils- Matters to report**
- 12 **Borough and Parish Councils Forum- Matters to report**
- 13 **Dartford Borough Council – Matters to Report**
- 14 **Kent County Council – Matters to Report**