

LONGFIELD & NEW BARN PARISH COUNCIL

www.longfieldparishcouncil.gov.uk

Parish Clerk:
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Annual Parish Council Meeting

Tuesday 20th May 2025 – St Mary Magdalene Church Hall

Meeting opened at 7.40pm chaired by Councillor Steve Brown

Those present: Cllr. S Brown (Chair), Cllr. J Kite (Vice Chair), Cllr. T Mack, Cllr. M Tamber, Cllr. G Sandher, Cllr. R Perfitt, Cllr. P Smith

Clerk: Paula Henney

Members of the public: None

APCM1/2025: Appointment of Chairman. Proposal by Cllr Kite and agreed by all present for Cllr Brown to be elected as Chairman. Proposal agreed by all present and Declaration of Acceptance of Chairman signed and witnessed.

APCM2/2025: Appointment of Vice Chairman. Proposal by Cllr Brown and agreed by all present for Cllr Kite to be elected as Vice Chairman. Proposal agreed by all present and Declaration of Acceptance of Vice Chair signed and witnessed.

APCM3/2025: Apologies for absence received: Cllr. C Stafford, Cllr. J MacDonald, Cllr. P Denman.

APCM4/2025: The policies listed below were re-affirmed/adopted by all present.

- Standing Orders **updates adopted May 2025**

To note, there have not been any changes to the following policies since last approval dates

- Financial Regulations **Approved March 2025**
- Code of Conduct **Approved Mar 2024**
- Asset Register **Approved May 2024**
- Council Risk Assessment **Approved March 2025**
- Grievance **Approved March 2025**
- Disciplinary **Approved March 2025**
- Data Protection **Approved March 2025**
- Document Retention **Approved March 2025**
- Publication Scheme **Approved March 2025**

APCM5/2025: Parish Council insurances policies below we re-affirmed by all present.

Community: Approved September 2024 Hiscox AJG Community Scheme 3-year term to Oct 2026

Long Valley Hall:

PL & Contents **Approved November 2024** Allied Westminster Village guard

Buildings **Approved Jan 2025**– Travellers Insurance, via Dartford Borough Council

APCM6/2025: Future meetings: It was resolved by all present the full Parish Council meetings will be held on the fourth Tuesday of each month excluding August. A December meeting would be confirmed by an ad hoc decision.

The meeting closed at 7.50pm and moved on to the ordinary Parish monthly meeting.