



Parish Council

To Members of the Council.

In accordance with Schedule 12 paragraph 10 (2) (b) of the Local Government Act 1972 you are hereby summonsed to attend a meeting of Ruckinge Parish Council at Bromley Green Village Hall on Thursday 13<sup>th</sup> June 2024 commencing at 7.30pm to consider the following items of business.

Signed:

*Peter Setterfield*

Peter Setterfield PSLCC  
Parish Clerk & Responsible Financial Officer

### **Agenda**

- 1. Apologies and approval of absences.**
- 2. To receive declarations of Interest.**
- 3. Bromley Green Road drainage**
- 4. Kent County Councillor's report.**
- 5. Neighbourhood Watch**
- 6. Ashford Borough Councillor's report.**
- 7. Public participation**
- 8. To resolve the minutes of the Annual Parish Council meeting held on 16<sup>th</sup> May 2024 are a correct record.**
- 9. Planning.**  
**Planning application PA/2024/0861 – Hollybush Farm, Poundhurst Road, Ruckinge – Single-storey orangery-style side extension.**

**Planning application PA/2024/0866 – Hollybush Farm, Poundhurst Road, Ruckinge** – Listed Building Consent for single-storey orangery-style side extension, lowering of existing window cill to create internal doorway and hard landscaping around extension.

To consider any further applications received prior to the meeting.

## **10. Chairman's report.**

## **11. Finance.**

Schedule of payments:

Harmer & Sons	£306.00
John Bourne & Co	£828.00
Cotton Hill Fliers etc	£126.20
H J Hoad	£125.00
Everflow	£14.44
Clerk's salary	£464.30
Clerk's expenses	£8.10
HMRC	£234.40

## **12. Annual Risk Assessment:**

**Report RPC/2024/01** brings to the attention of the Parish Council the findings of the annual risk assessment undertaken as part of the end of year preparation for the Annual Internal Audit.

## **13. Asset Register:**

**Report RPC/2024/02** brings to the Parish Council the asset register compiled from the financial records of the Parish Council which supports Box 9 of the Statement of Accounts included in the Annual Governance and Accountability Return.

## **14. Internal Audit:**

**Report RPC/2024/03** brings to the Parish Council the outcome of the Annual Internal Audit carried out by the Independent Internal Auditor as part of the Annual Governance and Accountability Return.

## **15. Annual Governance:**

**Report RPC/2024/04** the Accounts and Audit Regulations 2015 requires smaller authorities, each financial year, to conduct a review of the effectiveness of the system of internal control and prepare an annual governance statement in accordance with proper practices in relation to accounts.

## **16. Accounting Statements:**

**Report RPC/2024/05** brings to the Parish Council the Accounting Statements for 2023 / 2024 which form Section 2 of the Annual Governance and Accountability Return.

**17. Certificate of Exemption:**

**Report RPC/2024/06** details the criteria for the Parish Council to complete a Certificate of Exemption from External Audit.

**18. Standing Orders:**

The current Standing Orders have been checked against the Model Standing Orders supplied by the National Association of Local Councils and confirmed to be up to date.

**19. Financial Regulations:**

The National Association of Local Councils has supplied a revised Model Financial Regulations which reflect changes in legislation and proper practices. The revised Financial Regulations are attached for adoption.

**20. Ruckinge Village Hall**

An update will be given at the meeting.

**21. Bromley Green**

An update will be given at the meeting.

**22. Items for future meetings / exchange of information**