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 12th June 2025 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. **Appointment of Parish Clerk and Responsible Financial Officer:**
   The Parish Council is asked to confirm the appointment of Emily Arnold as Parish Clerk in accordance with Section 112 of the Local Government Act 1972 and Responsible Financial Officer in accordance with Section 151 of the Local Government Act 1972.

9. **To resolve the minutes of the Annual Parish Council meeting held on 8th May 2025 are a correct record.**

10. **Planning.**

Planning application PA/2025/0880 Woodfield Farm, Bromley Green Road – Residential development of 2 detached self build 2 storey dwelling, together with all necessary infrastructure.

Planning application PA/2025/0886 Beulah, Bromley Green Road – Variation of Condition 2 (approved plans and documents) of planning permission PA/2025/0301 (proposed dormers and rooflights to extend loft space) to allow for an additional dormer to west elevation.

Planning application NOT/2025/0930 Redundant Agricultural Buildings at, Brisley Lodge, Brisley Lane – Prior approval for the change of use of agricultural building and land within its curtilage to a dwelling house and associated operational development.

Scoping Consultation Shepway Energy Park- The Planning Inspectorate is inviting the Parish Council to submit comments by the 27th June the documents can be found at https://national-infrastructure-consenting.planninginspectorate.gov.uk/projects/EN0110017

To consider any further applications received prior to the meeting.

11. **Chairman's report.**

12. **Finance.**

Schedule of payments:

H J Hoad	£125.00
Everflow	£16.29
Staff costs	£454.42
Clerk's expenses	£41.20
D Archer	£340.70
Village hall cleaning	£48.00
Well Polished	£19.80

The Parish Council is asked to approve the addition of Emily Arnold as Administrator on to the bank account held with Unity Trust.

13. **Annual Risk Assessment:**

Report RPC/2025/01 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.

14. **Asset Register:**

Report RPC/2025/02 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.

15. **Internal Audit:**
    Report RPC/2025/03 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.

16. **Annual Governance:**
    Report RPC/2025/04 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.

17. **Accounting Statements:**
    Report RPC/2025/05 brings to the Parish Council the Accounting Statements for 2023 / 2024 which form Section 2 of the Annual Governance and Accountability Return.

18. **Certificate of Exemption:**
    Report RPC/2025/06 details the criteria for the Parish Council to complete a Certificate of Exemption from External Audit.

19. **Standing Orders:**
    The National Association of Local Councils has supplied a revised Model Standing Orders which reflect changes in legislation and proper practices. The revised Standing Orders are attached for adoption.

20. **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.

21. **Ruckinge Village Hall**
    An update will be given at the meeting.

22. **Bromley Green**
    An update will be given at the meeting.

23. **Consultation on the Queen's Platinum Jubilee Park Landscape Masterplan Framework:**

    The Queen's Platinum Jubilee Park (also known as Discovery Park) will be a new strategic park for all of Ashford's residents to enjoy. It will be a mix of formal, landscaped areas for people and protected habitats for local wildlife, as well as a large sports hub with indoor and outdoor play pitches.

Ashford Borough Council (ABC) has prepared a Landscape Masterplan Framework for the Park identifying the main 'character' areas of the Park and key themes and guiding design considerations for the areas. The Landscape Masterplan Framework, once adopted, will help to inform and shape the planning of the Park as it comes forward.

ABC is now holding a consultation on the Masterplan for six weeks.

Comments are now invited between 9am on Friday 6 June 2025 until 5pm on Friday 18 July 2025.

The Masterplan and supporting documentation is available to view at https://haveyoursay.ashford.gov.uk/qpjp-masterplan

24. Items for future meetings / exchange of information