

# **Ashford Parish Council**

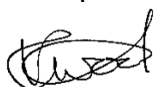
Locum Parish Clerk: Mrs Victoria Woodhouse, BA (Hons)  
Tel: 07815 665215 Email: [clerk@ashfordpc.org.uk](mailto:clerk@ashfordpc.org.uk)

Chairman: Councillor Philip Hughes,  
Firs Croft, Strand Lane, Ashford, EX31 4BY.  
Tel: 01271 345378

**To: Cllrs J Bosley, K Furse, G Holder, P Hughes, B Kettle, V Lawson, & M Withey**

You are hereby summoned to attend an Meeting of Ashford Parish Council, which will be held on **Thursday 21<sup>st</sup> September 2023** at **7pm in The Church Hall**, St Peter's Church, Ashford for the purpose of transacting the following business.

In accordance with The Public Bodies (Admissions to Meetings) Act 1960 members of the public are welcome to attend.



**Mrs Victoria Woodhouse BA (Hons)**

Locum Parish Clerk

Date of issue: 15<sup>th</sup> September 2023

## **AGENDA**

- 1 Apologies**  
(Please make any apologies known to the Clerk)
- 2 Declarations of interest**  
To receive declarations of personal interests and disclosable pecuniary interests (DPIs) in respect of items on this agenda. Members are reminded that all interests should be declared at the beginning of the meeting and prior to the item being discussed.
- 3 Minutes**  
To approve as a correct record and sign the Minutes of the Parish Council meeting held on Tuesday 5<sup>th</sup> September 2023 (copies have been circulated).
- 4 County Councillor Report**  
To receive a report from the County Councillor.
- 5 District Councillor Report**  
To receive a report from the District Councillor.
- 6 Land in Meadowside**  
To receive an update following the Auction and consider methods to protect the amenity land for the village.
- 7 Highway Concerns**  
To receive an update from the Chairman and Clerk following the meeting with the County Councillor (report attached).

- 8 Coronation/Jubilee Tree**  
To consider location for planting of the tree.
- 9 Annual Governance and Accountability Return 2022/2023**  
a) To receive the Internal Auditor's Report and agree the Annual Governance Statement 2022/2023 (information to follow).  
  
b) To agree the Accounting Statements for 2022/2023 (information to follow).  
  
c) To agree to Certify that Ashford Parish Council is Exempt from a limited Assurance Review as gross income and expenditure is under £25,000.
- 10 Payment and Receipts**  
To approve payments and receipts (information attached).
- 11 Calendar of Meetings**  
To receive Calendar of Meetings for the remainder of 2023 and 2024 (information attached).
- 12 Review of Governance**  
To consider adoption of:  
Code of Conduct (attached)  
Document Retention Policy (attached)
- 13 Website**  
To receive update from Cllrs Lawson and Furse on update of website.
- 14 Defibrillator**  
To consider moving the Defibrillator or the purchase of a second Defibrillator for the village.
- 15 Exclusion of Press and Public**  
**To resolve:** that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following item as it involves the likely disclosure of confidential information:

## **PART B**

- 16 Freedom of Information Act**  
To receive conclusion of the review of the Freedom of Information request from the Working Party.