

Smeeth Parish Council

To all members of Smeeth Parish Council.

Thursday May 7th 2026

There will be a meeting of Smeeth Parish Council at the Brabourne and Smeeth Village Hall on Wednesday, May 13th 2026 at 7.00pm, and you are summoned to attend.

Agenda

1. To note those present
2. Election of the Chair and any Vice-Chair for the Council year 2026-27
3. Completion of the Declaration of Acceptance of Office Form by the Chairman.
4. To receive and approve apologies for absence.
5. To receive declarations of interest (Disclosable Pecuniary Interests and Other Significant Interests). The nature as well as the existence of any such interest must be declared.
6. To approve the minutes of the meetings held on 11th March 2026.
7. To discuss matters arising from previous minutes that are not covered by the agenda
8. Public session: To receive questions and comments from the public on any agenda item
9. To receive report from the Borough Councillor
10. Appointment and scope of Internal Auditor
11. To confirm the representative to the following posts:
 - Planning co-ordinator
 - Playing Field Association representative/trustee
 - Village Hall Association representative
 - Village caretaker committee representative
 - KALC representative
 - Community Led Plan representative
 - Young Person's Award Working group (3 volunteers)
12. Footpaths and Highways, to include revisiting the Highways Improvement Plan.
13. Planning matters: to authorise a response to any application(s) and to note any recent planning decisions by Ashford Borough Council or any correspondence on planning matters.
 - 13.1 To receive the report of the most recent Planning Applications
14. To review the effectiveness of the system of Internal Controls: Councillors are asked to consider the Statement of Internal Control in support of the Annual Governance Statement
15. To approve the Financial Regulations, Standing Orders, Asset Register and Risk Assessment and confirm arrangements for insurance cover in respect of all insured risks.
16. To review the Terms of Reference for the Caretaker Committee and the Young Person's Award.
17. Review of the Council's subscriptions to other bodies ie KALC/CPRE
18. Financial matters:
 - a) To approve the following financial documents:
 - i. To receive the end of year accounts
 - ii. To receive the report from the Internal Auditor
 - iii. To approve the Governance Statement 2025/26, section 1 of the AGAR for the year ending 31 March 2026
 - iv. To consider and approve the Accounting Statements 2025/26, section 2 of the AGAR for the year ending 31 March 2026 and the supporting Bank Reconciliation as at 31st March 2026, the explanation of significant variance. To ensure that the Accounting Statements 2025/26 are signed and dated by the person presiding at the meeting.

- b) To note the Parish Council's financial position for the beginning of the new Financial Year.
 - c) To authorise any payments (including decisions regarding grant requests)
19. KALC Representative Report
 20. Village Caretaker Scheme
 21. Correspondence
 22. Local Organisations - Updates
 - Community Enhancement Team
 - Playing Field Association
 - Royal British Legion
 - Scouts and Guides
 - Smeeth Sandpit Company
 - Smeeth WI
 - Speedwatch
 - Village Hall
 23. The Village News
 24. Any Other Business (for information purposes only):
 25. Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.

Wednesday 8th July 2026
Wednesday 9th September 2026
Wednesday 11th November 2026
Wednesday 13th January 2027
Wednesday 10th March 2027
Wednesday 12th May 2027



Tracey Block (Clerk to Smeeth Parish Council)