

## ~ SWINGFIELD PARISH COUNCIL ~

### CHAIRMAN

Councillor David Monk

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### PARISH CLERK

Mrs V N Wiles

c/o Hawkinge Town Council

Hawkinge Community Centre

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### TO: MEMBERS OF SWINGFIELD PARISH COUNCIL

**YOU ARE HEREBY SUMMONED** to attend a Meeting of Swingfield Parish Council which will be held on **TUESDAY 26 APRIL 2022** commencing **at the close of the Annual Parish Meeting** in Hawkinge Community Centre.

Any member who wishes to have information on any matter arising on the agenda which is not fully covered within this summons is requested to give prior notice to the Parish Clerk.



Tina Wiles

Clerk to the Parish Council

### PUBLIC QUESTIONS

Prior to the meeting starting the Chairman will invite questions from the public, up to 5 questions, for 3 minutes each.

### A G E N D A

#### 1. APOLOGIES FOR ABSENCE

#### 2. DECLARATIONS OF INTEREST

Members of the Council should declare any disclosable pecuniary interest or any other significant interests in any items/s on this agenda.

Disclosable Pecuniary Interests (DPI) under the Localism Act 2011; The nature as well as the existence of any such interest must be declared.

Other Significant Interests (OSI) under the Kent Code of Conduct adopted by the Parish Council on 25 September 2012; The nature as well as the existence must be declared.

Whenever possible, and if in doubt, advice should be sought from the Clerk prior to the meeting.

#### 3. MINUTES OF THE MEETING HELD ON 29 MARCH 2022, attached.

#### 4. PARISH COUNCIL VACANCY

**REPORT:** Following confirmation from FHDC that an election has not been called the Clerk posted the Notice of Vacancy. An update will be given.

5. **PROJECTS UPDATES**

**REPORT:** Updates on current projects will be given at the meeting.

6. **REPORT ON INTERNAL CONTROL FOR THE YEAR ENDED 31 MARCH 2022**

**REPORT PC/21/08** sets out the Parish Council's Statement of Internal Control for the year ending 31 March 2022 to support the Annual Governance Statement required as part of the Annual Return for the year ended 31 March 2022.

The Statement of Internal Control supports box 6 of the Annual Governance Statement made by the Council at Section 2 of the Annual Return to the Council's External Auditor, PKF Littlejohn LLP

7. **REPORT OF THE INDEPENDENT INTERNAL AUDITOR**

**REPORT PC/21/09** encloses the report of the Independent Internal Auditor at Section 4 of the Annual Return to the Audit Commission signed by the Independent Internal Auditor.

8. **ANNUAL RETURN FOR YEAR ENDED 31 MARCH 2022**

**REPORT PC/21/10** attaches the Annual Governance Statement and Accounting Statements for year ended 31 March 2022.

9. **PLANNING MATTERS**

To consider any planning applications and note observations submitted to the District Council since the last meeting.

10. **ROADS AND FOOTPATHS**

To consider items introduced at the meeting.

11. **PARISH MAINTENANCE**

To consider items introduced at the meeting.

12. **CORRESPONDENCE**