



DOWNSWOOD PARISH COUNCIL

To all Members of the Council, Press and Public:

Members are hereby summoned and notice is given that a Full Council Meeting will be held at **8.00 pm** at **St Nicholas Church on Tuesday 5th May 2026** when the business detailed below is proposed to be transacted:

1. **APOLOGIES FOR ABSENCE:**

Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meeting, under Section 85(1) of the LGA 1972, the members present must decide whether the reason(s) for a Member's absence shall be accepted.

2. **NOTIFICATION OF INTENTION TO FILM/PHOTOGRAPH OR RECORD THE MEETING**

3. **DECLARATIONS OF INTEREST/REQUEST FOR DISPENSATIONS**

4. **APPROVE & SIGN MINUTES OF FULL COUNCIL MEETINGS HELD ON 7TH APRIL 2026**

5. **PUBLIC QUESTIONS ON ITEMS ON THE AGENDA ONLY**

(The public can send in questions at any time, and raise issues with a Cllr prior to the meeting, these can then be considered at a later meeting)

6. **DISTRICT AND COUNTY COUNCILLOR'S REPORTS**

11.1 County Councillor

11.2 Borough Councillors

7. **CRIME REPORT – Crimes reported e-watch.co**

8. **PLANNING: New Applications and Existing Applications Update.**

To consider and resolve the council's response to planning applications listed below and any additional applications advised by Maidstone Borough Council and are available on their website between the circulation of this agenda and the meeting to which it pertains.

9. **FINANCE:**

9.1 Approve Statement of Account

9.2 To review the Internal Auditors Report

9.3 External Audit – Annual Governance and Accountability Return (AGAR)

- i. The Parish Council to review the effectiveness of the system of internal control and resolve to approve the Annual Governance Statement 25/26
- ii. The Parish Council to consider the Accounting Statements 25/26 and resolve to approve the Accounting Statement
- iii. Notice of the period for the exercise of public rights to be set

- 9.4 To consider KALC yearly membership £915.17
- 9.5 To agree replacement of defib pads
- 9.6 NS&I update of signatories on account to be approved
- 9.7 Other Matters to report

- 10. PARISH SURVEY - To consider or not to conduct a parish survey to help plan for next year's events
- 11. PARISH RESILIENCE PLAN - To consider or not to have a resilience plan
- 12. MAIDSTONES BIG DAY OUT 13TH JUNE To confirm details
- 13. HIGHWAY IMPROVEMENT PLAN (HIP):
 - 13.1 To consider comments received from KCC
- 14. CLERKS REPORT to receive reports & updates on previous actions
- 15. REPORTS FROM MEETINGS/SEMINARS ATTENDED
- 16. CORRESPONDENCE TO BE ADDRESSED
- 17. MATTERS OF GENERAL INTEREST (This item is not for issues that require a decision, it is where Cllrs can ask for items to be placed on the next agenda, or update on something they have seen or heard)

In accordance with Schedule 12 of the Local Government Act 1972 and Standing Orders 1 n vii: Members of the Public and Press may be excluded from items due to their confidential nature.

Emma Hull

EMMA HULL - CLERK TO THE PARISH COUNCIL 29th April 2026