

C/2021-22/11/1-2

**Minutes of a meeting  
held on 22 November at 7:30 pm  
Higham Village Memorial Hall, School Lane, Higham ME3 7JL**

**Present**

Cllr John Grey	Chairman
Cllr Liz Jeffery	Vice Chair
Cllr Nikki Fox	
Cllr Pam Holmes	
Cllr Alan Howard	
Cllr David Martin	
Bor. Cllr Les Pearton	
Cllr Jamie Rivett	
Cllr Sue Sparks	

**Apologies** Cllr Toni Stanton

Members of public 0

The Chairman opened the meeting at 7.30 pm

<b>Agenda No</b>	<b>Minute No</b>	<b>Discussion</b>
<b>1</b>	<b>57</b>	<b>Apologies for absence<sup>1</sup></b> Apologies were received from Cllr Toni Stanton confirming that she had family commitments and health concerns. It was proposed to accept the apology for the reason provided and it was unanimously accepted.
<b>2</b>	<b>58</b>	<b>Declarations of interest<sup>2</sup></b> There were no declarations of interest.
<b>3</b>	<b>59</b>	<b>To discuss diary of Council Meetings or future Committee Meetings</b> Clerk discussed the possibility of having Council meetings alternate months in 2022 and Planning Committee meetings on a monthly basis to ensure the planning applications are kept up to date.  There was a proposal to have a meeting in December in order to finalise issues that had not been agreed in previous meeting. There was a full agreement for a meeting to be held 13 December 2021.  Cllr Pearton suggested that if there was to be a meeting every December then the Mayor would be invited to that meeting instead of the usual

<sup>1</sup> Local Government Act 1972

<sup>2</sup> Localism Act 2011, s29

November meeting. It was traditional for the Mayor of Gravesham to attend on the last Parish Council meeting of the year.

After some discussion on dates, it was proposed by Cllr Holmes and seconded by Cllr Martin to hold Parish Council meetings on the 2<sup>nd</sup> Monday of every month with the exception of the Parish Assembly, no meeting in August or December and two meetings in November. The two meetings in November would be:

- Finance meeting to discuss the budget; and
- the Mayoral visit meeting.

Then followed further discussion on the proposal for a working group to discuss planning applications but there was no seconder. There was no resolution on this issue. The Chairman moved that the matter be moved to the December meeting for further discussion. Clerk to add to Agenda.

**4        60        To discuss budget required for financial year 2022-23.**

Members discussed in full the draft Budget and figures supplied by the Clerk in the attached appendix. Votes were unanimous in favour of each figure.

**5        61        To propose Precept figure for financial year 2022-23.**

Cllr Grey proposed a precept figure of £123,500 and this was seconded by Cllr Martin. The vote in favour was unanimous

The Chairman thanked the members for attendance and closed the meeting at 11.00 pm

Signed \_\_\_\_\_

**Chairman**

13 December 2021

Tasks carried forward

- Clerk to add Planning Committee/Working Group to the agenda
- Chairman to contact previous Clerk regarding historical documentation and IT Equipment