**To be held on Monday, 11th May 2020**

**Via Microsoft Teams Video Link, at 7.30 pm.**

***This is a public meeting, but due to COVID-19 Government Guidelines on the gathering of people together, it will not be held at the Cardwell Pavilion.***

*Residents and representatives of the media interested in joining the video link should contact the Clerk via**pchollingbourne@gmail.com**.  The Parish Council’s aim is to include them within the meeting.\**

**AGENDA**

1. Apologies for Absence
2. Election of Chairman
3. Election of Vice-Chairman
4. Election of Committee Chairmen for (Finance, Planning, Environment, Parks (Cardwell) & Highways & Infrastructure)
5. Allocation of Committee Places
6. Main targets and concerns of the Parish Council for 2020
7. Any Other Urgent Items

***There will be a 10 minute interval before the meeting to allow members of the public to speak.***

1. Apologies for Absence
2. a) Declaration of Changes to the Register of Interests; b) Declaration of Interest in items on the Agenda & c) Requests for Dispensations
3. Approval of Minutes of previous meetings (Circulated prior to meeting)
4. Matters Arising (not covered elsewhere on the agenda)
5. Police Report (Neighbourhood Watch) –
6. Chairman’s report – Cllr A Ward
7. Clerk’s Report –*(Parish Councillors vacancy; website update; maintenance & security of the Cardwell)*
8. Defibrillators – Cllr A Marshall
9. County Councillor’s Report – Cllr Mrs S Prendergas*t*
10. Borough Councillor’s Report – Cllr Patrik Garten
11. Planning Committee Report (Call for sites & Local Plan updates) – Cllr C O’Meara / Cllr P Garten
12. Environmental / Parks Committee Report – Cllr Dr S Bauer / Cllr A Marshall / Cllr A Ward
13. Finance Committee Report – Cllr D Ardley
14. Highways and Infrastructure Committee Report – Cllr D Ardley/Cllr C O’Meara
15. Fete Sub-Committee Report – Cllr D Ardley
16. Items for Information

**Date of Next Meeting: 8th June 2020**

**\***Both NALC and the Society of Local Council Clerks (SLCC) are asking local councils to stop holding any physical meetings or gatherings during this time. This includes full council, committee meetings, annual parish or council meetings.

**by**[**Maria**](https://www.hollingbournepc.kentparishes.gov.uk/author/maria-domican/)