

STOKE PARISH COUNCIL



50 Pepys Way, Strood, Rochester, Kent, ME2 3LL

Clerk: Mrs J Allen
Telephone: 01634 710086 / 07799 123550

Email: clerk@stokekent-pc.gov.uk
Website: www.stokekent-pc.gov.uk

I hereby give notice of a meeting of Stoke Parish Council, to be held in the Village Hall, on Wednesday 5th November 2025 at 7.00pm, which all members are summoned to attend.

Jenny Allen ~ Clerk
30/10/2025

Part A	Public discussion (not part of the meeting) where any member of the public may discuss any item. No motions may be proposed nor decisions taken, but matters raised by the public may be placed on the agenda for the next meeting.
Part B	Public discussion on any agenda items. In line with standing order (3) e members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda. This shall take place at this part of the meeting for a maximum of 30 minutes. Following this member of the public are not permitted to speak or to take part in the business of the Parish Council.

1.	Apologies for absence Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meetings, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.
2.	To receive Declarations of Interest and Dispensations To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers. To consider any Dispensation requests received by the Parish Clerk and not previously considered.
3.	Minutes of the last meeting - Appendix A a). To receive and approve the minutes of the Annual Parish Council Meeting held on Wednesday 1 st October 2025.
4.	Matters arising from the minutes (not otherwise on the Agenda)
5.	Medway Councillor report a). To receive an update on the most recent Medway Council news from Ward Cllr M. Pearce.
6.	Tasks agreed at the last meeting - Appendix B a). To receive an update on the tasks agreed at the last meeting.
7.	Planning - Appendix C a). Applications. b). Decisions. c). Appeals and Other Matters.

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8.	Finance - Appendix D - a). Bank balances. - b). To agree the financial performance against the budget for October 2025. - c). Accounts paid since the last meeting to be ratified. - d). Accounts for payment. - e). Payment requests to be discussed for approval and payment. - f). To receive an update on the 2024/2025 External Audit.
9.	Management of Land and Property - a). To receive the play park inspection report from the months of October 2025 including the cleaning of play equipment for: - i). The Button Drive Playpark (Lower Stoke). - ii). The Heron Way Playpark (Lower Stoke). - iii). The Street Playpark (Upper Stoke). - b). Heron Way Play Park Fencing
10.	Highways, Transport & Upkeep - a). Footpaths. - b). Lighting. - c). Highways and verges. - d). Pot holes. - e). Fly tipping & Street Cleaning. - f). Grass cutting. - g). Leaking manhole cover on A228 / Grain Road. - h). Noticeboards. - i). Heron Way Play Park repainting
11.	Communications To receive an update on the following methods of communication: - a). Website. - b). Social media page.
12.	Internal Committee Updates - Appendix F - a). Neighbourhood Plan. - b). Stoke Village Hall. - c). Stoke Community Project.
13.	External Committee Updates - a). KALC. - b). Rural Liaison Board - c). SSE
14.	Contractor Works
15.	Correspondence

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16.	Events a). Christmas 2025.
17.	Date of next meeting ~ <i>Wednesday 3rd December 2025</i>
18.	Section 100A(4) To resolve that pursuant to Section 100A(4) of the Local Government act 1972 that the public be excluded from the following item because it is likely in view of the nature of the business to be transacted that if members of the public are present during this item, there would be disclosure to them of exempt information as defined in Part 1 of Schedule 12A of the act.
19.	Confidential Matters - Appendix H To receive an update on the following matters: a). Village Hall Constitution + Doctors Surgery Update. b). Lower Stoke Car Park Lease
20.	Close of meeting