

Great Hale Parish Council
Annual Parish Council Meeting
Monday 21 May 2018, commencing at 7.45pm
St John the Baptist Church, 3 Church Lane, Great Hale, NG34 9LG

The Annual Parish Council meeting will be held on **Monday 21 May 2018 commencing at 7.45 pm at St John the Baptist Church, 3 Church Lane, Great Hale, NG34 9LG**. The business to be dealt with at the meeting is listed on the attached agenda.

There will be a 15 minute public forum between **7.45pm and 8.00pm** when members of the public may ask questions or make short statements to the Council.

Signed... 

Amy Bestwick, Clerk to the Council
Dated: 11th May 2018

AGENDA

- 1. ELECTION OF CHAIR AND VICE CHAIR**– signing of declaration of acceptance of office
- 2. TO RECEIVE DECLARATIONS OF INTEREST AND TO RECEIVE WRITTEN REQUESTS FOR NEW DPI DISPENSATIONS**- disclosable pecuniary interests and local choice disclosable interests
- 3. TO RECEIVE APOLOGIES AND REASONS GIVEN**
- 4. FINANCIAL MATTERS**
 - i. Statement of accounts and bank reconciliation to date
 - ii. To approve accounts for payments
 - iii. To review spend to date
 - iv. To receive the internal auditors report
 - v. To review the effectiveness of the system of internal control and consider the findings prior to completing the annual governance statement on the annual return for 2017/18
 - vi. To approve the annual governance statement on the annual return for 2017/18 prior to submission for external audit
 - vii. To consider the accounting statements by the members meeting as a whole
 - viii. To approve the accounting statements for 2017/18 on the annual return prior to submission for external audit
 - ix. Accounting statements to be signed and dated by the chair
- 5. CO-OPTION OF COUNCILLOR TO FILL VACANCY** -Signing of declaration of acceptance of office.
- 6. NOTES OF THE MEETING HELD ON 9 APRIL 2018**
To be approved and signed as minutes

7. TO RECEIVE THE CLERK'S REPORT

8. TO RECEIVE REPORTS FROM ANY DISTRICT COUNCILLORS, COUNTY COUNCILLORS OR POLICE IN ATTENDANCE

9. TO REVIEW AND ADOPT STANDING ORDERS AND FINANCIAL REGULATIONS

10. REVIEW AND CONFIRMATION OF ARRANGEMENTS FOR INSURANCE

11. TO CONSIDER RENEWEL OF PAYROLL SERVICE PROVIDER

12. TO CONSIDER RENEWEL OF ANNUAL CONTRACTS-internal Auditor, Bus Shelter Cleaning

13. GDPR COMPLIANCE

- i. To adopt the data map
- ii. To adopt the data protection policy, subject access request procedure, data breach policy and records retention policy
- iii. To adopt the privacy notices
- iv. To receive completed security compliance checklists from all councillors
- v. To note that the council is already registered as a data controller with the ICO

14. MATTERS FOR DISCUSSION AND RESOLUTION

- i. To receive brief updates on agreed actions:
Update on the LCC highways village walkabout regarding potholes
- ii. To consider purchasing replacement swings for Orchard Green
- iii. Orchard Green inspections
- iv. To consider purchasing IT equipment for Clerk

15. CORRESPONDENCE – as per list

To note correspondence received

16. PLANNING MATTERS AND TREE WORKS

Applications, consents and approvals received by the Council:

APPLICATION REFERENCE: 17/1200/FUL

Notification of Planning Sub Committee Meeting

Proposal: Works to facilitate the Viking Link electrical interconnector

17. FUTURE AGENDA ITEMS

18. DATE OF NEXT MEETING & SUBSEQUENT MEETINGS FOR 2018/19

4th June 2018, 2nd July 2018, 3rd September 2018, 1st October 2018, 5th November 2018, 3rd December 2018. January-April 2019 dates to be discussed and agreed.

19. TO CONSIDER MOVING INTO CLOSED SESSION – STAFFING MATTERS

Should this resolution be passed, public and press will be required to leave the meeting at this stage