

SEVENHAMPTON PARISH COUNCIL

To all members of the Council

You are hereby summoned to attend the **Annual Parish Council Meeting** to be held at Rhodes Memorial Hall on **Wednesday 16th May 2018 at 7.30pm** for the purpose of transacting the following business.

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND. There will be a **Question and Answer** session, if required, for Members of the Public wishing to raise questions.

10th May 2018
Diana Cook (Clerk)

A G E N D A

1. To accept apologies for absence
2. Questions & Answers (if required)
3. Declarations of interest in any item on the agenda
4. Election of Chairman and Vice-Chairman
5. To approve the minutes from the last Council meeting and consider matters arising:
 - a. Parish vacancy
 - b. Winter Provisions
 - c. Notice boards
 - d. Lengthsman scheme
6. To adopt updated Standing Orders based on NALC's recommendations
7. To discuss safeguarding village amenities under the Localism Act (2011)
8. To discuss the future of 'Village Live' newsletter
9. To identify and consider projects for 'Growing our Communities' funding
10. Clerk's report including:
 - a. Police report
 - b. Update on General Data Protection Regulations, including info re Data Officer
 - c. Request from 'Cotswold Friends' for donation
 - d. To advise on petty cash purchases
11. Financial Matters
 - a. To discuss items contained in the internal Auditor's report and approve Exemption Certificate (ie Council with <£25,000 budget)
 - b. To consider, approve and sign Annual Governance Statement
 - c. To consider, approve and sign Accounting Statement
 - d. To approve renewal of Discount Domains (£15.59)
 - e. To approve renewal of Insurance policy (£216.50)
 - f. To approve pay increase for Clerk in accordance with NALC guidelines
 - g. To receive financial update for Period 1 (to date)
 - h. To identify and approve the Council's budget for the forthcoming year
12. Planning Matters
 - a. Extension & Refurbishment at Puckham Farm, Nr Whittington (18/01394/FUL)
13. To identify meetings for the forthcoming year and to confirm

Date of next meeting as 18th July 2018

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, pregnancy & maternity, religion or belief, sex & sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety and Human Rights.