

Scaldwell Parish Council

Chairman: Mr Eugene O'Leary

Parish Clerk: Gillian Greaves, 96 Martins Lane, Hardingstone, NN4 6DJ

Email: scaldwellpc@gmail.com

To all members of the Parish Council:

You are hereby summoned to the meeting of
Scaldwell Parish Council on **Wednesday 16 May 2018**
at 7.00 p.m. in the Village Hall, School Lane, Scaldwell.
Members of the public and press are warmly invited to attend

Agenda

- 18/080** To elect a Chairman and sign "Acceptance of Office" form
- 18/081** To elect a Vice Chairman and sign "Acceptance of Office" form
- 18/082** To receive apologies and to approve reasons for absence
- 18/083** To receive any declarations of interest for items on the agenda (Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business)
- 18/084** **Approval and signing of the minutes**
To approve and sign the minutes of the Meeting of the Parish Council on Wednesday 18 April 2018 and Extraordinary Meeting of the Parish Council held on Wednesday 10 May 2018
- 18/085** **Public address** (Members of the public are invited to address the council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the Chairman of the meeting)
- 18/086** **District & County Councillor Reports – if available**
- 18/087** **Chairman's Report on actions or matters arising from the minutes (*for information only*)**
- 18/088** **To Appoint Parish Council Representatives**
- a) **Foundation of Thomas Roe**
 - b) **Scaldwell Relief in Need Charity**
 - c) **Scaldwell Parish Trust**
 - d) **Friends of the Playing Field**
 - e) **Village Hall Management Committee**
 - f) **Neighbourhood Watch**
 - g) **Tree Warden**
 - h) **Snow Warden**
 - i) **Footpath Warden**
- 18/089** **Insurance – To review and confirm the insurance provision**

- 18/090 Council policies, procedures and regulations**
- a) To review and approve Standing Orders
 - b) To review and approve Code of Conduct
 - c) To review and approve Risk Management Policy and Risk Assessment
 - d) To review and approve the Financial Regulations
 - e) To review and approve the Asset Register
- 18/091 Annual Accounts for year ending 31 March 2018**
- a) To receive annual accounts report
 - b) To approve the internal audit report
 - c) To approve the annual governance statement certificate of exemption
 - d) To approve the annual governance statement section 1
 - e) To approve the annual governance statement section 2
- 18/092 Correspondence to consider and agree any actions on correspondence received**
- a) Parish & Town Council's Meeting - 14 June 2018 – representative required
 - b) CPRE Northants Summer Road Show - 7 June 2018 – 2 free spaces
- 18/093 Neighbourhood Watch & Police Liaison**
- 18/094 Planning - to consider planning consultation papers, applications and completions received**
- 18/095 Parish Assets – to receive updating reports and agree any action required:**
- a) Playing Field Report
 - b) Street Lighting – Upgrade Update
 - c) Village Green Improvement Plan
- 18/096 GDPR - to discuss and agree actions to ensure compliance with the new regulations including:**
- a) Data Audit/Mapping
 - b) Data Breach Policy
 - c) Data Protection Policy
 - d) Data Retention Policy
 - e) Subject Access Request Policy
 - f) Agreement for the provision of a data protection officer service with Northants CALC
- 18/097 Finance & Administration**
- a) To receive financial report and bank reconciliation
 - b) Receipts & Payments – note receipts and approve and sign the payments presented at the meeting for payment

Receipt: none

Payments:

Chq	Payee	Purpose	VAT	Amount	
1022	R&G	Green Space Maint. Feb £152.62 (113817) Green Space Maint. April £399.70 (113956)	£92.05	£552.32	Highways Act 1980
1023	SSE SWALES	Street Lighting Supply	£5.20	£109.38	Highways Act 1980
1024	HMRC	Clerks PAYE		£57.60	LGA 1972

1025	G Greaves	Clerks Final Salary		£229.47	LGA 1972
------	-----------	---------------------	--	---------	----------

- 18/098** **Clerk Vacancy – Chairman to report**
- 18/099** **Parish Councillor Updates and Reports for information only**
- 18/100** **Items and deadline for next Agenda**
- 18/101** **To note the date of the next meeting of the Parish Council**

Gillian Greaves

Gillian Greaves, Clerk to Scaldwell Parish Council

Dated 10 May 2018