

STOW LONGA PARISH COUNCIL

CHAIRMAN: Michael Hayes

Clerk to the Council: -
Ms Ramune Mimiene
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10 May 2018

Dear Member,

You are hereby summoned to attend the **Annual Parish Council Meeting** which will be held on **Wednesday 16 May 2018** at **8.00** in St Botolph's Church, to deal with the following business:

Public and Press are invited to attend

NOTICE and AGENDA

1. **Apologies for absence**
2. **Election of the Chairman**
3. **Election of the Vice Chairman**
4. **Chairman's Opening Remarks**
5. **Declarations of Interest in relation to any Agenda item**
6. **Public Open Forum**
7. **To approve Minutes of Parish Council Meeting held 18 Apr 2018**
8. **Matters arising from the minutes (not on the agenda)**
9. **Elections – The Notice of Uncontested Elections. Consider co-option to the Council.**
10. **Finance**
 - 10.1 To further consider Internet banking, Cllr MGH
 - 10.2 To Note Internal Auditor report, circulated to PC prior to the meeting
 - 10.3 Cashbook for 2018/19 - No payments raised at 18 Apr 18 PC meeting
 - 10.4 To Consider the Transparency funding spending
 - 10.5 To Approve 16 May 18 expenditure:

Date	Cheque No.	Payee and Description	Amount
16 May 18	435	CAPALC membership renewal 2018-19 (does not include GDPR payment)	£113.24
16 May 18	436	Cambs ACRE membership renewal 2018/19	£55.50
		Total May 18 Expenditure:	£168.74

11. **Parish Council website - Policy documents, update**
12. **GDPR, new regulation coming into force by 25 May 2018: Personal data audit questionnaire carried. To approve documents required, consent forms, privacy notice, policy document.**
13. **General Power of Competence – Clerk is qualified, ¾ of the Councillors elected, the power can be used**
14. **To review and approve Policy documents –**
 - 14.1 **Financial Regulations (new model adopted in May 2017)**
 - 14.2 **New Model of Standing orders (includes GDPR) 2018**
 - 14.3 **Risk Management/Assessment Policy: Financial and General Risk Assessment (new model adopted in Jul 2017) – to include the Play Area checks as suggested by the Internal Auditor**
15. **To Consider Pensions Regulator**
16. **To Consider CIL spending**
17. **Planning**

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18. Assets and infrastructure

18.1 Health and Safety - to consider any new problems (quarterly inspection by Cllr M Allen).

18.2 Stow Longa Post box, progress

19. Highways, byways, footpaths

19.1 Highways issues – Highway resurfacing - Cllr S Humfryes

20. To review progress of current projects – Appendix

21. Correspondence

EXCLUSION OF THE PUBLIC AND PRESS

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be excluded, and they are instructed to withdraw, Public Bodies (Admission to Meetings) Act 1960.

22. To note New Scale points for 2018/19 issued by NALC.

23. Councillors' questions/Any other business

Please, note that no decisions can lawfully be made under this item. Business must be specified therefore the Council cannot lawfully raise matters for decision.

24. Date of the next meeting: Provisional 20 Jun 18, Scheduled 18 Jul 18.

Signed (Clerk) Ramune Mimiene



Date: 10 May 2018