

BLISWORTH PARISH COUNCIL

Mrs V. Hartley, Clerk to the Council,
Beech House, 17 Dean's Row,
Gayton, Northampton NN7 3HA

tel[01604 858360] email:blisworthparishcouncil@gmail.com

AGENDA OF THE PARISH COUNCIL

PLEASE BE ADVISED THAT PARISH COUNCILLORS ARE SUMMONED AND THE PUBLIC INVITED TO ATTEND THE **ANNUAL GENERAL MEETING** OF THE PARISH COUNCIL ON 15TH May **2018** IN THE UPSTAIRS ROOM OF THE VILLAGE HALL AT 7.30PM.

PUBLIC QUESTIONS, COMMENTS AND REPRESENTATIONS:

In the last item on the agenda of meeting residents are invited to give their views and question the Parish Council on issues on this agenda, or raise issues for future consideration at the discretion of the Chairman. 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 and may not take part in the Parish Council meeting itself.

1. **ELECTION OF CHAIRMAN** – To elect a chairman for the next 12 months
2. **SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE BY CHAIRMAN**
3. **ELECTION OF VICE-CHAIRMAN** – To elect a vice chairman for the next 12 months
4. **APOLOGIES FOR ABSENCE** – TO RECEIVE APOLOGIES AND APPROVE REASONS FOR ABSENCE
5. **DECLARATIONS OF INTERESTS** – To receive declarations made under the Council's Code of Conduct related to business on the agenda. (Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a pecuniary interest will require that the member withdraws from the meeting room during the transaction of that item of business). .
6. **CASUAL VACANCY FOLLOWING RESIGNATION OF CLLR JEFFERY. NOTICE OF CASUAL VACANCY ARISING FROM RESIGNATION OF CLLR ANDERSON HAS BEEN ADVERTISED.**
7. **POSSIBLE CO-OPTION OF PERSON IN PLACE OF Alastair Anderson**
8. **REVIEW OF FINANCES** – TO AGREE AND REVIEW FINANCES, INCLUDING USE OF NCALC AS INTERNAL AUDITOR AND OF COUNCILLOR TO ACT AS INTERNAL CONTROL OFFICER.

9. **ADOPTION OF (new) STANDING ORDERS AND FINANCIAL REGULATIONS (previously circulated with final accounts) including adoption of the Financial and Management Risk Assessment.**
10. **ADOPTION OF CODE OF CONDUCT (previously circulated)**
11. **PROCEDURE FOR HANDLING REQUESTS MADE UNDER FREEDOM OF INFORMATION ACT 2000 AND DATA PROTECTIONS (previously circulated)**
12. **MEDIA POLICY (previously circulated)**
13. **COMPLAINTS POLICY (previously circulated)**
14. **GDPR COMPLIANCE**
 - a) **To appoint the Northants CALC DPO Service as the council's Data Protection Officer**
 - b) **To adopt the Data Map (circulated)**
 - c) **To adopt the Data Protection Policy, Subject Access Request Procedure, Data Breach Policy and Records Retention Policy (circulated)**
 - d) **To adopt the Privacy Notices (circulated)**
 - e) **To receive completed Security Compliance Checklists from all Councillors**
 - f) **To resolve that the council registers with the ICO and pays the relevant Data Protection Fee**
15. **DATES FOR MEETINGS FOR NEXT YEAR - To confirm that the Parish Council Meetings for the year 2018 to 2019 will *generally* take place on the first Monday of the month. If this is not feasible, possibly due to a bank holiday, it will be re-arranged. Extraordinary meetings will be held as necessary.**
16. **Agreement on Arrangements for dealing with PLANNING Applications**
17. **APPOINTMENT OF REPRESENTATIVES FOR VILLAGE HALL AND PLAYING FIELDS ASSOCIATION**
18. **APPOINTMENT OF REPRESENTATIVES TO ACT AS FOOTPATH WARDENS**
19. **RESOLUTION TO SIGN & APPROVE MINUTES OF THE PREVIOUS MEETING DATED 9th April 2018.**
20. **CLERK'S REPORT**

Actions carried out as per last meeting.

21. **DISTRICT AND COUNTY COUNCIL REPORTS** – may include report from local Community Police Officer.

22. **RAILFREIGHT TERMINAL – UPDATE AND DISCUSSION ON THE CURRENT STATUS**

21. PLANNING

- **Planning Application for circulation:**

For update on current applications see register below

22. WEBSITE DEVELOPMENTS

Mason Masterman has resigned as Webmaster for the Parish Council. In view of the latest Transparency Laws this task is to be taken on by the Clerk. She will meet with Mason and Tricia White to arrange.

23. Local Matters

- Footpaths –reports of any problems
- Lighting – report of any street lights in need of attention
- Play Area –
- Traffic Issues –
- Neighbourhood Watch Scheme
- Highways – Consideration of planters for Courteenhall Road

24. COMMUNICATIONS

A) Correspondence – Emails/letters outgoing and ingoing:

Out –

In – Notable correspondence In and circulated to Councillors

- Northants CALC eUpdate - March/April 2018
- NCALC - Northants CALC Training Course
- NCC - Consultation on the provision and delivery of Universal Children's Services and de-designation of Children Centres in Northamptonshire 2018 – ends 15th June
- Sarah Burns, SNC - Alternative sources of funding
- Funding Fair at Towcester Racecourse Wednesday 16 May 2018
- NCALC – forms for Appointment of Northants CALC as DPO plus other correspondence re Data Protection legislation.

25. PROGRESS GROUP REPORT TO MAY PARISH COUNCIL – Ann North

26. FINANCE

- AGREEMENT AND ADOPTION of :**
 - **SECTION ONE, The Annual Governance Statement 2017/18**
 - **SECTION TWO The Accounting Statements 2017/18****of the ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN for year-end 31.3.18**

Also to agree Internal Control Officer's report (Cllr Jeffery on Accounts for year-end 31.3.18..

ii) Payments – for approval:

Name	Details	Amount £	VAT	Total	Chq
Allseasons	Grass, inv 15912	530.00	106.00	636.00	657
Shire Lumsden	Printing R & A	120.00		120.00	658
AH Contracts	Empty dog bins	27.79	5.56	33.35	659
V Hartley	Salary for April	560.40	-	560.40	660
HMRC	Tax for above	61.60	-	61.60	661
E-on	Supplies Jan- Mar	1275.90	256.18	1531.08	662
NCALC	Subs and Audit	821.88		821.88	663

Bank Balance at 24.4.18 – £34,902.22 (50%precept has been received)

27. FUTURE AGENDA ITEMS AND COUNCILLORS' COMMENTS
Report on 2018 Annual Parish Assembly


28. DATE AND TIME OF NEXT and FUTURE MEETINGS

Signed: -----

Date:

This agenda can be found on the Blisworth Parish Council website.

Planning Register for Blisworth at 8.5.18– page1

Application Number	Location	Proposal	Received 	Status
<u>S/2018/0946/FUL</u>	Land South East Of Traquair Station Road Blisworth	Variation condition 2 - enclosures S/2016/2979/FUL (Track across field to access existing stables) to allow erected fence & gate to ensure safety of livestock (retrospective).	27/04/2018	4 - Consults Despatched
<u>S/2018/0872/FUL</u>	28 Courteenhall Road Blisworth NN7 3DD	Detached double garage	23/04/2018	5 - Site Visit Complete by case officer