

## MANCETTER PARISH COUNCIL

You are invited to the Annual Parish Council Meeting  
to be held in the Schoolroom, St Peter's Church on Tuesday 22nd May 2018 at 7pm prompt.

### **AGENDA**

1. Appointment of Chair and Vice Chair – signing of Declaration of Acceptance of Office.
2. Welcome and Apologies.
3. Chairman's request that anyone recording the meeting to make themselves known.
4. Notice of Interest.
5. Public Question time up to 15 Minutes for Members of the Public to raise issues.
6. Minutes of the last meeting:
  - To accept the draft minutes of the Parish Council Meeting held on 27<sup>th</sup> March 2018.
  - To review the draft minutes of the Annual Parish Meeting held on 24<sup>th</sup> April 2018 to be formally approved at the Annual Parish Meeting on 23<sup>rd</sup> April 2019.
7. Matters Arising from the Parish Council Meeting on 27th March 2018.
  - Parish Councillor Vacancies.
  - Council E-Mail Addresses.
  - Laurel Gardens Meeting.
8. Report from the Police.
9. Report from County and Borough Councillors.
10. Any other Parish Business for Discussion- not covered in any other agenda points.
  - To discuss any Grant applications received – funding request from Beeline.
  - To suggest sites for the planting of a centenary oak tree for Mancetter and Ridge Lane Women's Institutes.
  - To discuss the installation of an information board explaining the origin of the Mancetter Quarry Jubilee Seat and additional seating.
  - Feedback from Standards Training on 30<sup>th</sup> April 2018.
  - GDPR Update.
  - World War One commemoration progress.
11. Review of Statutory Documents
  - Pecuniary Interests – advise of any changes
  - Standing Orders
  - Complaints Procedure
  - Freedom of Information
  - Grant Making Policy
  - Risk Assessment – Financial Regulations

- Risk Assessment – Allotments
- Risk Assessment – Cemetery
- Media Policy – **To Reconsider the use of Social Media by the Clerk to post information on local forums.**
- Grievance Procedure
- Training Policy

## 12. Correspondence

- Correspondence received

## 13. Planning Matters and New Applications:

- PAP/2017/0278 Gladman Developments Ltd –
- PAP/2018/0050 Land adjacent to Fir Tree Paddock – Amendments of planning/appeal conditions –
- PAP/2018/0167 58 Ridge Lane – Single Storey Rear Extension –
- PAP/2018/0173 54 Church Walk – Two Storey Side Extension – **Granted**
- PAP/2018/0291 16 Church Walk – Erection of Garage –
- PAP/2018/0297 6 Ramsden Road – Two Storey Side Extension -

## 14. Finance

- a) Formal receipt of the accounts for 2017/18
- b) Formal signing of section one of the Annual Governance and Accountability Return for the year 2017/18 – Annual Governance Statement
- c) Formal signing of section two of the Annual Governance and Accountability Return for the year 2017/18 – Accounting Statements.
- d) Signing of all payments since the last meeting in accordance with the Bank mandate.
- e) Approval of payment to Guides for Refreshments.
- f) Renewal of WALC Membership at a cost of £611.00 for 2018/2019.

## 15. Cemetery and Maintenance around the Parish

- Update

## 16. Allotments

- Update

## 17. Publicity

- Article for Mancetter Matters Magazine May/June 2018

## 18. Date of next meeting- **Tuesday 24<sup>th</sup> July 2018 at 7pm.**

Signed

Karen Meads Parish Clerk

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