

MARSHLAND ST JAMES PARISH COUNCIL

I hereby give you notice that the Annual Meeting of the above named Parish Council will be held at Marshland Hall at **7.30pm on 14th May 2018**. All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder.

Sarah Thorpe Sarah Thorpe

Clerk to the Parish Council

8th May 2018

Account checking at 7pm

Cllrs Gathercole & Hallett

AGENDA

- 1 Election of Chair
- 2 Election of Vice-Chair
- 3 Receive and consider acceptance of **apologies for absence**
- 4 **Approve the minutes** of 9th & 23rd April
- 5 Receive **declarations of interest** on agenda items
- 6 Adjourn the meeting to allow for **public comments** on agenda items
- 7 Receive **Matters arising** from minutes (*for information only*)
- 8 Receive **Correspondence** (*for information only*)
- 9 Update on **Casual Vacancy for Parish Councillor**
- 10 Appointment of **Committee Members & Reps** – Playing Field Management Partnership, PC Reps for MDCSC committee & BC Planning Committee Reps
- 11 Report from MDCSC on **Community Building Project**
- 12 To discuss any issues from the **Playing Field Management Partnership meeting**
- 13 To consider **future use of the pavilion building site**
- 14 To discuss the **dykes off Bonnetts Lane**
- 15 Update on the **condition of the trod** on Smeeth Road
- 16 **Highways issues** – to report new issues & discuss any outstanding matters.
- 17 **Finance** –
 - a Receive & accept Supporting Statement to accompany Annual Return
 - b Receive & accept Internal Auditors report
 - c Review & accept Statement on Internal Control for 2017/18
 - d Completion of Annual Governance Statement for 2017/18
 - e Acceptance of Accounting Statements for 2017/18
 - f Consider payment to Church for hire of building for PC Meetings 2017/18
 - g Accept accounts to 30th April 2018
 - h Agree to sign cheques & approve payments
- 18 To consider **amending the Financial Regulations** to speed up resolution of minor items
- 19 **Compliance with the General Data Protection Regulations**
 - a To consider entering into a service agreement with LCPAS
 - b Appointment of Data Protection Officer
 - c Adoption of Data Protection Policy
- 20 Report from **Police Engagement meeting**
- 21 **Planning matters**
 - a To consider applications received since last meeting:
 - b Receive planning decisions from Borough Council
 - c To consider a PC response to the **Government consultation on powers for dealing with unauthorised developments and encampments**
- 22 Adjourn the meeting to allow for **public comments** on agenda items
- 23 Receive items of concern & matters to be included on the **next agenda**
- 24 Confirm the date of **next Parish Council Meeting** - 11th June