



PARISH COUNCIL
Kempsey

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Clerk and Financial Officer
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Parish Office
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Dear Councillor

**YOU ARE DULY SUMMONED TO A PARISH COUNCIL MEETING OF
KEMPSEY PARISH COUNCIL TO BE HELD ON
MONDAY 14th MAY 2018 AT 7.30 PM
AT THE COMMUNITY CENTRE**

where the business set out in the agenda below will be transacted.

S BAXTER

Clerk & Responsible Finance Officer
8TH May 2018

AGENDA

1. Election of Chairman (and signing Declaration of Acceptance of Office)
As stated in standing orders to be held by paper ballot
2. Election of Vice – Chairman (and signing Declaration of Acceptance of Office)
As stated in standing orders to be held by paper ballot
3. Apologies: To receive apologies for absence and approve reason for absence
4. Declarations of Interest
 1. Register of Interests: Councillors are reminded of the need to update their register of interests.
 2. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
 3. To declare any Other Disclosable Interests on items on the agenda and their nature.

Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the Code of Conduct, must leave the room for the relevant item/s unless a Dispensation has been granted.

Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.

5. To Consider Written Requests from Councillors for the Council to Grant a Dispensation (S33 of the Localism Act 2011) – written requests to be submitted to the clerk prior to the meeting.

The meeting will be adjourned for Public Question Time

The length of time any person can speak during Public Question Time shall be restricted to 5 minutes or longer at the discretion of the Chairman. Points raised by a parishioner should be concise and to:
raise new issues, request an update on a previously raised matter or offer new information on an existing issue.
Members of the public may not take part in the Parish Council meeting itself.

This period is not part of the formal meeting; brief notes will be appended to the minutes.

Under General Data Protection Regulations please advise the Clerk before speaking if you DO NOT consent to your name and address being recorded/noted in the Public Question Time notes/comments.

6. Minutes: To consider the adoption of the minutes of The Parish Council Meeting of 09.04.18
7. Correspondence for Information: - **Under General Data Protection Regulations names of Identifiable subject/matter withheld.**
 1. ICO Letter dated 10.04.18, Freedom of Information Act 2000, Complainant Request
 2. Letter dated 28.04.18 – Complaint from parishioner
 3. Proposed Public Path Diversion Order, Public Footpath KP-509, (Part) Parish of Kempsey, Public Path Creation Agreement – Comments to be submitted by 1st June 2018

8. Committee Appointments:-

1. Environment & Recreation Committee
2. Commons & Hams Committee
3. Community Centres Committee
4. Planning Committee
5. Infrastructure Committee

The Clerk to initiate the first meeting of the above committees with the committee chairman to be elected as the first item on the agenda.

Please note F&GP Committee will be confirmed following the appointment of the Chairman to each of the Committees stated above. This Committee comprises Chairman of each Committee plus Chairman and Vice – Chairman

Staffing Committee will also be confirmed following the appointment of Chairman and Vice-Chairman.

9. Appointments to Outside Bodies: - Discussion and appointments:-

1. Church Land Trust - currently Cllr Gerrard and Mrs Smith.
2. Parochial Church Council Charities - currently Cllr Gerrard
3. Parish Hall Trustees - currently Cllr Blackwell
4. Kempsey Sports Association – currently Cllr Geens and Cllr Frazer-Cann

10.
 1. Neighbourhood Watch – Crime Alert Information
 2. County Councillor’s Report – Cllr Middlebrough
 3. District Councillor’s Reports – Cllrs Harrison/Michael

11. Committee Report Updates and Proposals

1. Environment: Cllr Blackwell
 - a. Proposal to permit Cllr Allen to speak at WCC meeting following petition signed by local residents to make permanent road changes to Ellsdon, Ellsdon Rise and Post Office Lane
2. Commons and Hams: Cllr Waller
 - a. Proposal to hold a liaison meeting with nearby Parish Councils likely to be affected by the SWDP.
3. Recreation: Cllr Frazer-Cann
4. Community Centre: Cllr Michael
 - a. Proposal to draw additional monies of £6625 (To add to £15.5K previously agreed) from reserves to deliver additional car parking at Playing Fields, Plovers Rise (subject to possible financial assistance by building contractor)
5. Planning:
6. Finance & General Purposes: Cllr Geens
7. Staffing Committee: Cllr Geens
8. Infrastructure Committee: Cllr Geens
 - a. Proposal to pay Peter Griffiths, Infrastructure Manager, for any future work prior to planning permission of application no: 16/01396 Land at Pixham Ferry Lane/Old Road South, following termination of Taylor Wimpey remuneration.
9. Chairman’s Report: Cllr Geens

12. Finance
 1. To authorize payment of accounts as per schedule
 2. To approve Bank Reconciliation Statement Balance to 31.03.18.
 3. Capital Budget – For Information Only
 4. Budget Monitoring to 31.03.18 – For Information Only
 5. Proposal to approve updated Asset Register 2017/18.
 6. Annual Return to 31.03.18
 - a. Proposal to approve and sign Section 1 - Annual Governance Statement 2017/18
 - b. Proposal to approve and sign Section 2 - Accounting Statements 2017/18
 7. Proposal to appointment/engagement of Internal Auditor 2018/19 and Terms of Reference
13. Proposal to accept Local Government Pay Scales 2018/19, to be implemented from 1st April 2018.
14. Policies and Procedures: - To review
 1. New Model Standing Orders 2018 (England)
 2. Financial Regulations
 3. Communication Policy
 4. Complaints Procedure
 5. Document Retention Policy
 6. Publication Scheme
 7. Disciplinary Procedures
 8. Grievance Procedures
15. Proposal to accept dates/time and location of full Council Meetings for 2018/19.
Please note Parish Council meetings take place on the second Monday of each month at 7.30pm at the Community Centre.
16. Proposal to hold a Finance & General Purposes Committee Meeting to arrive at precept for 2019/20 on Monday 19th November 2018 at 7.30pm at the Community Centre.
This will then be presented to full parish council for consideration on Monday 10th December 2018.
17. Update on General Data Protection Regulation (GDPR)
The Government tabled an amendment to its own General Data Protection Bill to exempt all parish and town councils and parish meetings in England, and community and town councils in Wales, from the requirement to appoint a Data Protection Officer under General Data Protection Regulation. All other measures will still apply.
18. **Date of next meeting: Monday 11th June 2018 at 7.30pm at Kempsey Community Centre.**

**Please note the Annual Parish Meeting will be held on
Monday 21st May 2018 at the Community Centre at 7.30pm
All Welcome**