

# WOLLASTON PARISH COUNCIL

## Meeting of the Council

Attendees are reminded that in accordance with the Openness of Local Government Bodies Regulations 2014, this meeting may be recorded.

Notice is hereby given of the Annual Meeting of the Parish Council of Wollaston which is to be held on **Thursday 17<sup>th</sup> May 2018** at 7pm at the Oasis, High Street, Wollaston for the purpose of transacting the following business, namely:-

- 1 Election of Chairman and Declaration of Acceptance of Office**
- 2 OPEN MEETING**
- 3 Apologies**
- 4 Declaration of Interests**
- 5 Police Report**
- 6 Election of Vice Chairman**
- 7 Appointment of Working Party Members \* ( ) current members**
  - (a) Cemetery (SF, LA)
  - (b) Environmental (including trees) & Highways (including Parish Highways Representative) (SF, JM, GS, JT)
  - (c) Footpaths (JJA)
  - (d) Planning (PB, LA, AB, SF, MG, JM, GS, JMack)
  - (e) Playing Field & Parks Management Committee including Pocket Park (AB, JM, TS, BR)
  - (f) Street Lighting (TS, BR)
  - (g) Website (MG, AY)
- 8 Further appointments**
  - (a) Community Safety Representative(s) (SF, JMack)
  - (b) Pocket Park Representative (see PF)
  - (c) Sports Association Representative (TS)
  - (d) Village Hall Representative(s) (MG, GS)
  - (e) Youth Project (JJA, GS)
- 9 Parish Councillors attendance record** (appendix 1)
- 10 Confirmation of the minutes of the Annual Assembly of the Parish and Meeting of the Parish Council held on Thursday 19<sup>th</sup> April 2018**
- 11 Clerks Report** (AY)
- 12 Finance**
  - Payments for authorisation (appendix 2)
  - Review the effectiveness of internal audit control for 2017/18 (GS)
  - To receive and note the annual internal audit report
  - To RESOLVE to approve section 1 of the annual return for the financial year ended 31 March 2018
  - To RESOLVE to approve section 2 of the annual return for the financial year ended 31 March 2018

**13 To RESOLVE to appoint Northants CALC as Data Protection Officer for 2018/19 and to sign the service level agreement**

**14 To RESOLVE to adopt:**

- Data Breach policy
- Records Retention policy
- Data Protection policy

**15 Review Model Standing Orders as recommended by Northants CALC (in order to adopt once approved at June Parish Council meeting)**

**16 Planning**

- (a) Applications (appendix 3)
- (b) Any other planning business

**17 Councillors Reports**

- Borough (GS/JB)
- County (MGr)

**18 Reports of the Working Parties/Representatives**

- (a) Environmental & Highways (JM)
- (b) Cemetery (SF)
- (c) Footpaths (JJA)
- (d) Playing Field & Parks Management Committee (TS/JM) (appendix 5)
- (e) Street Lighting (TS)
- (f) Village Hall (MG, GS)
- (g) Youth Group (JJA)



**Clerk**

**Dated this 10th day of May 2018**