

Waddingham Parish Council

Acting Parish Clerk – Councillor Alison Watson The Villa Church Lane Waddingham
Lincolnshire DN21 4SU

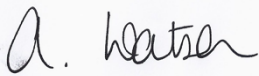
Email clerk@waddingham.gov.uk Tel 01673 818882

Dear Councillor

You are hereby summoned to attend the **Annual Parish Council Meeting** of Waddingham Parish Council on **Wednesday 3 May 2017** at Jubilee Hall commencing on the conclusion of the Annual Parish Meeting at 6.30pm

The agenda is set out below.

Members of the public and press are welcome.



Councillor Alison Watson – Acting Clerk to the Council

Date of issue: 26 April 2017

Public participation

Members of the public may raise subjects, which they wish to bring to the attention of the Parish Council. Items relating to matters on the agenda will be taken first and any decisions will be made when the meeting is declared opened. The time will be restricted to 15 minutes maximum unless the council decides otherwise. Listeners should note that decisions can not be made at this meeting on items not on the agenda.

Agenda

Election of Chair and to receive the Chair's Declaration of Acceptance of Office

Apologies for absence

To note apologies, and reasons for absence

Election of Vice-Chair

Declaration of Interest

To record declarations of interest by any member of the council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared. To note dispensations given to any member of the council in respect of the agenda items listed.

Minutes of Previous meetings to be approved and signed

Parish Council Meeting Monday 13 March 2017

circ 26/04

Extraordinary Meeting Friday 3 April 2017

circ 26/04

To review and approve Standing Orders

circ 26/04

To confirm all councillors have reviewed their Register of Interests

To review and approve Financial Regulations

circ 26/04

To review and approve Members Code of Conduct

circ 26/04

Clerk's Report

To receive an update on items from the previous meetings. See appendix A

Representative's Reports

To receive reports (Items requiring decisions not on this agenda to be placed on the next agenda)

LCC Councillor

WLDC Councillor

Lincolnshire Police

To receive Reports for Discussion/Decision

To receive report on Grass Cutting & Weed Killing and decide whether additional treatments are necessary.

To consider weed levels in Redbourne Road drain and decide and appropriate remedy

To receive a report from Neighbourhood Plan Team

To receive a report on Website performance

Parish issues

To consider Parish issues for the Clerk to take up with the appropriate authority

Constable Ings

To consider a request to the Parish Council for road repairs to 60 metres of North Ramper

Correspondence for Discussion/Decision

Village Hall Committee – request for use of Village Green for Tractor Rally

Correspondence for Information

Finance

To approve and sign the monthly accounts for payment

See financial report

To approve Annual Audit Return – Annual Governance, Accounting Statement and Asset Register at extraordinary meeting 7.00pm on Wednesday 17 May 2017 in Jubilee Hall

Minor Items

To take any points from members

Matters of correspondence for information, which arrived after the agenda was posted

Deferred Agenda Items for the next meeting (July)

Draft versions of proposed new policies to be reviewed and will be made available to members via download from the Waddingham website as they are developed, see Appendix 'B'. A URL will be circulated via email in due course.

To confirm the date and time of the next meeting

To consider the exclusion of the public and press in accordance with the Public Bodies (Admission to Meetings) Act 1960 s1(2) due to the confidential nature of the items to be discussed

Clerk's Report - Appendix 'A' April 2017

Notified relevant authorities of Acting Clerk contact details

Issued Notice of Vacancy for Parish Clerk

Confirmed NALC Clerk/Chairman Course for Councillors L Williams & A Watson

Paid outstanding accounts

Agreed date with Viv Hallam for Internal Audit

Appendix 'B'

Risk Assessment Policy

Procedure for Handling Requests under the Freedom of Information Act 2000

Data Protection Act 1998 Policy

Equal Opportunity Policy

Health & Safety Policy

Financial Risk Assessment

Digital Channels Policy

Clerks Expenses Policy

Sickness & Absence Policy

Grievance & Disciplinary Policy

Complaints Procedure