

FALDINGWORTH PARISH COUNCIL
The Willows, Old Wood, Skellingthorpe, Lincoln LN6 5UA
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The Annual Parish Council meeting, which will be held on **Wednesday 16 May 2018 commencing at 8pm in the Memorial Hall, Faldingworth**. The business to be dealt with at the meeting is listed on the attached agenda.

The meeting is open to the public and during the meeting there will be a 15-minute public forum when members of the public may ask questions or make short statements to the Council in relation to the business on the agenda.

AGENDA

- 1. Election of Chair and receive Declaration of Acceptance of Office**
- 2. To receive apologies and reasons for absence.**
- 3. Election of Vice-Chair and receive Declaration of Acceptance of Office**
- 4. To appoint a representative to the Memorial Hall Committee**
- 5. To receive Declarations of Interest on any item on the Agenda.**
Members may make any declarations of interest at this point but may also make them at any point during the meeting.
- 6. To receive reports from representatives on outside bodies, taking any required action.**
- 7. To resolve to suspend the meeting to allow no more than 15 minutes of public forum.**
- 8. Notes of the Parish Council meeting held on:**
21 March 2018 to be approved and signed as minutes.
- 9. Financial Matters**
 - i. To approve the Statement of accounts and bank reconciliations to date
 - ii. To consider the quote for insurance renewal
 - iii. To approve accounts for payment.
 - iv. To receive the Internal Auditor's report
 - v. To review the effectiveness of the system of internal control and consider the findings prior to completing the Annual Governance Statement on the Annual Return for 2017/18.
 - vi. To approve the Annual governance statement on the Annual Return for 2017/18.
 - vii. To consider the Accounting Statements by the members meeting as a whole
 - viii. To approve the Accounting Statements for 2017/18 on the Annual Return.
 - ix. Accounting Statements to be signed and dated by the Chair
 - x. To confirm that the Parish Council meets the exemption criteria for external audit and to complete the exemption certificate
- 10. Chair's Report.**
- 11. Clerk's Report.**
- 12. To consider adoption of revised standing orders**
- 13. GDPR Compliance**
 - i. To adopt the Data Map
 - ii. To adopt the Data Protection Policy, Subject Access Request Procedure, Data Breach Policy and Records Retention Policy
 - iii. To adopt the Privacy Notices

- iv. To receive completed Security Compliance Checklists from all councillors
- v. To note that the council is already registered as a Data Controller with the ICO

14. To receive and consider applications for co-option to the vacant seat on the Council.

15. To receive any updates on the siting of a replacement bench.

16. To report on any updates regarding the proposed underground electricity installation on the playing field.

17. To consider any arrangements for the Best Kept Village competition

18. Correspondence - as per list.

To note correspondence received.

19. Planning Matters.

Planning Applications, Consents and Refusals received by the Parish Council:-

20. Any urgent items for discussion.

Matters can be discussed and may become future agenda items. Items will only be taken if notified to the Chairman or Clerk 24 hours prior to the meeting.

Sue Aikman
Clerk to Faldingworth Parish Council

9 May 2018