

Chapel and Hill Chorlton Parish Council

Clerk – Mrs. J Simpson
10, Freebridge Close, Longton, Stoke-on-Trent. ST3 5XQ

Tel: 07563660298

9th May 2018

The next Regular Meeting of Chapel and Hill Chorlton Parish Council will be held on **Tuesday 15th May 2018 commencing directly after the Annual Meeting of the Parish Council scheduled to start at 7:30pm, at Copeland Chalet adjacent to Copeland Cottage, Haddon Lane, Chapel Chorlton**, for the purpose of transacting the following business.

Please note that Copeland Cottage is in use by young people that evening so please does not try to access the cottage. The chalet for the meeting is adjacent to the cottage.



AGENDA

1. To receive apologies for Absence (through the Clerk in accordance with standing orders)
2. To receive Councillors' Declarations of Pecuniary Interest in items on the Agenda;
3. Public Participation. (Open Forum); Members of the public are invited to address the Council on any issue over which it has power for up to 5 minutes each, with the item lasting up to a maximum of 15 minutes.
4. To consider approving and signing the Minutes of the last Regular Meeting held on 10th April 2018.
5. To consider matters arising from the Minutes in item 5 not included elsewhere on the agenda.
 - Cutting of Village Green and junction of A51/Kennels Lane.
6. To receive Reports from Borough and County Councillors.
7. General Data Protection Regulations 25th May 2018.
To approve the following draft documents:
 - Data audit schedule.
 - Draft retention policy
 - Draft revised data protection policy
 - E-mail privacy notice
 - New councillors privacy notice
 - General privacy notice
8. To receive an update re Neighbourhood development plan.
 - a.) To note the progress with the environmental screening.
 - b.) To resolve to proceed to Regulation 14 consultation once the environmental screening is complete.
 - c.) To resolve to have the Draft Plan and consultation response form accessible on the Parish Council web site one week prior to the start of Regulation 14 consultation.
9. To note any matters of concern relating to Parish appearances or Highways.
10. To consider **Financial Matters** including:
 - a.) To resolve to certify Chapel and Hill Chorlton Parish Council as exempt from a limited assurance review under section 9 of the Local Audit (Smaller Authorities) Regulations 2015 and sign the Exemption Certificate.
 - b.) To note the outcome of the internal audit inspection and any findings – see Appendix A

- c.) To confirm that the assertions in Section 1 of the Annual Governance and Accountability Return 2017/18 Part 2 is correct for year ending 2017/18 – see Appendix B1
- d.) To sign Section 2 of the Annual Governance and Accountability Return 2017/18 as previously resolved in minutes reference 088.04/18a) – see Appendix B1
- e.) To approve the annual payment for Local Council insurance at a cost of £277.84 due 1st June 2018
- f.) To note the receipt of the Parish Precept of £3010: Council Tax Support Grant of £190 and Concurrent functions of £394.
- g.) Bank Mandate-to remove Mr H Butters as a signatory to the bank mandate and resolve to add a replacement name name to the account.
- h.) To approve the payment schedule and transfers as attached in appendix C.
- i.) To approve the contractor to paint the exterior of the BT phone box, Chapel Chorlton.
- 11. To consider **Town and Country Planning** matters generally and to receive details of any planning applications.
- 12. To receive an update from LAP meeting held on 10th May 2018.
- 13. To receive the Clerk's Report, and to consider correspondence received since the last Meeting; (Appendix D)
 - SPCA bulletins
 - PCCO update
- 14. To consider the Race, Equality and Crime & Disorder Statement for the Meeting;
- 15. To note Councillors' planned absence.
- 16. To confirm the date and venue for the **next regular Meeting of Chapel and Hill Chorlton Parish Council** as Tuesday 12th June, 7:30pm, at Copeland Cottage, Haddon Lane, Chapel Chorlton.

The Public and Press are welcome to attend but please note that they may be excluded for any item the Council decide should be treated as confidential.