

LEIGHTON BROMSWOLD PARISH COUNCIL

Chairman: Bohdan Mysak Clerk to the Council: Ms Ramune Mimiene

NOTICE and AGENDA

3 May 2018 Dear Member,
You are hereby summoned to attend the **Annual Parish Council Meeting** which will be held on Thursday **10 May 2018 at 7.30pm** at the Green Man to deal with the following business:
Public and Press are invited to attend.

OPEN MEETING Each person wishing to address the Council can speak for a maximum of 3 minutes, subject to the Chairman's discretion. This part cannot be longer than 15 minutes.

2017/2018 Financial Year

1805/289 To Receive Apologies and Reasons for Non-Attendance

1805/290 Elect a Chairman

1805/291 Elect a Vice Chairman

1805/292 Chairman's Opening Remarks

1805/293 Declarations of Interests for Members

1805/294 To Receive and Approve the Minutes of the Parish Council Meeting on 8 Mar 2018 and Extraordinary Parish Council Meeting on 26 April 2018

1805/295 Matters Arising from those Minutes not included below

1805/296 Elections – Uncontested Election: 4 Nominations received– 4 Cllrs duly elected. Consider co-option to fill 3 Vacancies on Parish Council

1805/297 Planning

1805/298 Clerk's Report

1805/299 Finance

1805/299.1 Income at 30.04.2018 £6,400.00 (Precept) v Budget £7,280;
Expenditure at 30.04.2018 £604.60 v Budget £7,280

1805/299.2 Cashbook up to date

1805/299.3 Bank Reconciliation

1805/299.4 Banking situation

1805/299.5 To Approve Financial Regulations

1805/299.6 To note 25 Apr 18 payments which were approved by PC on 26 Apr 18 and paid:

Date	Cheque Num	Payee and Description	Powers and Duties	Amount	VAT Claim	VAT Claim
				-£253.54		£0.00
25/04/2018	738	Clerk's wages Apr 18	LGA 1972, s111	-£222.60	N	£0.00
25/04/2018	739	HMRC Tax deductions from Clerk's wages Apr 2018	LGA 1972, s111	-£6.80	N	£0.00
25/04/2018	DD	NEST pension Contributions Apr 18	LGA 1972, s111	-£24.14	N	£0.00

1805/299.7 To approve 10 May 18 payments:

To agree PC Insurance cover: 3 quotes received.

Date	Cheque Num	Payee and Description	Powers and Duties	Amount	VAT Claim	VAT Claim
				-£812.49		£0.00
10/05/2018	740	Came & Company PC Insurance cover 01/06/2018 - 31/05/2019 £485.42 or if PC agreed to 3 year Long Term Agreement then £463.65	LGA 1972, s.226	-£485.42	N	£0.00
10/05/2018	741	D. J. Nicholson To paint 5 x benches in the village	Parish Councils Act 1957, s.1	-£185.00	N	£0.00
10/05/2018	742	CAPALC membership fee 2018/19	LGA 1972, s.226	-£142.07	N	£0.00

1805/300 PC Website: <http://leightonbromswold-pc.org.uk/>

1805/300.1 Outcome and future maintenance.

1805/301 Playing Field, Cllr BM

1805/301.1 Weekly inspection

1805/301.2 Notice Board repairs

1805/301.3 Recreation field: On-going financial support, management, and maintenance, volunteers needed

1805/301.4 Recreation field: Re pairs/refurbishment following inspections by Cllrs Cook/ Mysak

1805/301.5 Financial support requested for bark replacement

1805/302 Grass cutting in the Parish

- 1805/303 Tree Report, Cllr NC**
1805/303.1 The request for reduction of sycamore outside No 3 Staunch Hill
1805/303.2 Outcome re: Replacement of Silver Birch by 29 The Avenue
- 1805/304 Storage/ Disposal of Parish Council Archives, Cllr BM**
1805/304.1 Disposal of Archived files
- 1805/305 To Approve the new Model of Standing Orders issued by NALC in Apr 2018, incl GDPR Cllr BM**
- 1805/306 Neighbourhood Plan**
- 1805/307 To discuss Parish communications, Cllr BM**
- 1805/308 GDPR (General Data Protection Regulation) – Personal Data Audit carried, to Consider and Approve the Consent Form, Privacy Notice, Policy Documents**
- 1805/309 GPC (General Power of Competence) Clerk is qualified and ¾ of Cllrs have to be Elected to be able to use this power**
- 1805/310 Correspondence**
- 1805/311 Councilors' Questions**
Please, note that no decisions can lawfully be made under this item. Business must be specified.
Therefore, Council cannot lawfully raise matters for decision.
- EXCLUSION OF THE PUBLIC AND PRESS**
That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be excluded, and they are instructed to withdraw, Public Bodies (Admission to Meetings) Act 1960.
- 1805/312 To note payscales and hourly increase for 2018/19 issued by NALC. To review increment to the Clerk as agreed at 7 Dec 2017 PC Meeting.**
- 1805/313 Date of the Next Meeting: Thu 10 May 2018 at 7.30pm at the Green Man**

Signed (Clerk) Ramune Mimiene



Date: 3 May 2018

Ms Ramune Mimiene
Tel. No. 01480 535265