

Findern Parish Council

Clerk: Mrs Heather Bevan

Findern Parish Rooms, Lower Green, Findern, Derbyshire DE65 6AS

Tel. No. 07512 491367

You are summoned to attend the Findern Parish Council Meeting, to be held on 16th May 2019, commencing at 7-00pm to be held in Bee's Tea Room, Lower Green, Findern

Yours sincerely

H Bevan

Clerk to Findern Parish Council

AGENDA:

1. Election of the Chairperson for the year 2019/2020 and the completion of the Declaration of Acceptance of Office.
2. Election of the Vice Chairperson for the year 2019/2020 and the completion of the Declaration of Acceptance of Office.
3. To receive Apologies of Absence
4. Variation of the Order of Business
5. Declaration of Members Interests
6. Public Speaking (10 minutes)
 - a. At the start of the meeting a period of not more than ten minutes will be made available for members of the public and members of the Council to comment on any matter already on the Agenda. Where a member indicates they have a prejudicial interest but wish to make representation regarding the item before leaving the meeting, those representations must be made under item © below. (If the item to which representations or comments were made by a Member is on the Agenda the Member must declare that interest again and withdraws from the meeting during consideration of that item).
 - b. If the Police Liaison Officer, a County Council or District Council Member is in attendance they will be given the opportunity to raise any relevant matter. Members of the Council however will restrict Police matters they raise to those relating to their Council Ward

- c. Members declaring a prejudicial interest who wish to make representation or give evidence under the Code of Conduct relating to Agenda items shall do so at this stage.
7. Election of Councillors to Committees, Sub Committees, Working Parties and Representatives to other Bodies for the year 2019/2020
- a. Planning Committee
 - b. Remembrance Committee
 - c. Christmas Committee
 - d. Website Committee
 - e. Finance Committee

Representatives to other bodies

- a. Village Hall Committee
- b. Toyota Liaison Committee
- c. Safer Neighbourhood

Completion of the Declaration of Acceptance of Office for all other Members and any amendments to the Register of Members Interests.

8. To confirm the Minutes of the Exempt and Monthly Findern Parish Meetings held on 11th April 2019, The Annual Parish Meeting held on 15th April 2019 and The Planning Committee Meeting held on 2nd May 2019
9. Adoption of the following documentation for 2019/2020
- Adoption of the Findern Parish Council Code of Conduct 2019/2020
 - Adoption of the Financial Regulations 2019/2020
 - Adoption of the General Revenue Policy 2019/2020
 - Adoption of the Internal Control Policy 2019/2020
 - Adoption of the Standing Orders 2019/2020
 - Adoption of the Complaints Procedure 2019/2020
 - Adoption of the H&S Policy of intent 2019/2020
 - Eligibility of a Findern Parish Councillor 2019/2020
 - Press and Media Policy 2019/2020
 - Protocol on filming and recording Parish Council Meetings 2019/2020
 - Public Participation at Meetings Protocol 2019/2020
 - Roles & Responsibilities of a Findern Parish Councillor 2019/2020
 - Social Media Policy 2019/2020
 - Staff and Councillor Training Policy 2019/2020
 - Transparency Policy 2019/2020
 - Employee Hand Book for 2019/2020

- Employer Policies and Procedures 2019/2020
- Adoption of the Parish Council Risk Assessment system with Watson and Watson 2019/2020

10. Adoption of the following documents under the new General Data Protection Regulations

- Consent Forms – Councillors, Staff and Residents
- Data Protection Policy
- Privacy Notice
- Destroyed Records Audit Form
- Kept Record Audit Form
- Retention and Destruction of Docs Policy
- Review of Assets Register (Review October 2019)

11. Chairman's Report

12. Report of the Parish Clerk

13. Planning Matters/Decisions - Certificate for Lawfulness for proposed rear extension
11 Willington Rd, Findern

14. Finance

- a. Items for Payment
- b. Bank Account Reconciliation Report/Budget Monitoring Report
- c. Current and Reserve Accounts
- a. Approval of Annual Unaudited Accounts 2018/2019

15. BMX Park – King George Playing Field

16. Garden of Remembrance/Water Tap

17. Graffiti Committee

18. Remembrance Committee

19. Christmas Lights

20. Website

21. Wildlife Planting

22. Correspondence

Rural Service Network

NALC Chief Executive Bulletin

Public Sector Executive Online

NALC Online

Public Sector online

23. DALC Circulars:

06/2019

24. Date and Time of the next meeting(s)

The June Parish Council Meeting will take place on 13th June 2019 at 7-00pm in Bee's Tea Room Findern

Findern Parish Council

Clerk: Mrs Heather Bevan

Findern Parish Council, Lower Green, Findern, Derbyshire DE65 6AD

Tel No 07512 491367

You are summoned to attend the Exempt Monthly Parish Council Meeting to be held on Thursday 16th May 2019 at 6.30pm at Bee's Tea Room, Lower Green, Findern

Yours sincerely

Mrs H Bevan

Clerk to Findern Parish Council

AGENDA

- 1. Apologies for Absence**
- 2. Variation of the Order of Business**
- 3. Declaration of Members Interests**
- 4. To confirm the Exempt Minutes of The Parish Council Meeting – 11th April 2019**
- 5. Land – Common Lane**
- 6. Woodgrow Horticulture Ltd and Bee's Tea Room Lease Agreement**
- 7. Car Parking**
- 8. Date and Time of the next Exempt Meeting**