

A meeting of the above-named Parish Council will take place at **Leonard Smith House, West Centre Way** on **Thursday 14th June 2018 at 6.00pm** and Members are hereby summoned to attend for the purpose of transacting the following business.



Signed
Clerk to the Council

AGENDA

Date: 11th June 2018

1. Chair's Welcome

2. Apologies

To receive apologies from Members unable to attend

3. Declarations of Interest

To receive any Declarations of Interest (declarations may be declared at any time during the meeting)

4. Public Session

The meeting will be adjourned to allow members of the public (if present) to discuss issues and concerns with Members. (The time allocated for public participation is at the discretion of the Chair).

The meeting will re-convene for the following business to continue.

5. Minutes

To **APPROVE** and **ACCEPT** the minutes from the AGM/Full Council meeting held on **10th May 2018** (Appendix A)

6. Councillors Session

7. Ward Members Session

8. Community Affairs

- a) History Group /History Trail– Update from Cllr Blackburn
- b) Community Usage at LVP Academy – Update from Clerk
- c) War Memorial Project- Update from Clerk
- d) Land transfer update – Update from Clerk
- e) Activities Committee update – for noting only plus Time Capsule (Clarification)
- f) Newsletter update - Asst to Clerk
- g) Crime Report - From the CMS– for noting only (**Appendix B**)
- h) Definitive PROW Mapping – Update
- i) Concerns of Lawley residents- Any Updates

9. Environmental Update/Grounds & Cleansing Contract Update

Report from Deputy Clerk

Public Bodies (Admission to Meetings) Act 1960

In view of the confidential nature of the business about to be transacted it is requested that the public and press should not be present

10. Finance

- To consider and approve payments (to be tabled at the meeting if required)
- Bank Reconciliation
- End of Year Accounts /Annual Governance Statement – Completion & Ratification (**Appendix C**)
- Asset Register/Inventory (**Appendix D**)
- GDPR policies & Update (**Appendix E**)
 - a) Email Footer
 - b) Data Protection Impact Assessment – for agreement/signature
 - c) Privacy Policy – Website
 - d) Privacy Policy – General
 - e) Booking Agreement – Privacy Policy
 - f) Correspondence Privacy Policy
 - g) Retention of Documents Policy
 - h) Grants Privacy Policy
 - i) Hire Agreement Privacy Policy
 - j) Rights of Data Subjects
 - k) Security Breach Protocol

11. Agenda items for next meeting

Members are invited to suggest items for discussion at the next Parish Council meeting

12. Correspondence

13. Date of next meeting

The next Parish Council meeting is due to take place on **THURSDAY 12th JULY 2018 at Leonard Smith House, West Centre Way** commencing at **6.00pm.**