

WHILTON PARISH COUNCIL

Website: <http://www.parish-council.com/whilton/>

Clerk: Mrs Sue Porter
Email: clerk@whiltonpc.co.uk

To members of the Council:

You are hereby summoned to attend the Annual Meeting of Whilton Parish Council

Venue: Village Hall, Main Street, Whilton on **Wednesday 9th May 2018**

Time: At **7:30pm**, for the purpose of transacting the following business.

Members of the public and press are invited to attend and may address the Council at its Open Forum.

AGENDA

1. OPENING PROCEDURES

- 1.1 Election of Chairman & Acceptance of Office
- 1.2 Election of Vice Chairman & Acceptance of Office
- 1.3 Acceptance of Apologies for Absence
- 1.4 Adopt new Model Standing Orders
- 1.5 Review of Financial Regulations
- 1.6 Review of Policy documents
- 1.7 Review of Asset Register
- 1.8 Appointment of Parish Council Representatives to various roles/groups within the village
- 1.9 Appoint Internal Checker

2. DECLARATIONS OF INTERESTS – Personal or Prejudicial

3. APPROVE MINUTES OF THE MEETING HELD WEDNESDAY 9TH MARCH 2018

4. GENERAL DATA PROTECTION REGULATIONS 2018

- 4.1 To adopt Northants CALC DPO Service as the Council's Data Protection Officer
- 4.2 To adopt the Data Map
- 4.3 To adopt the Data Protection Policy, Subject Access Request Procedure, Data Breach Policy and Records Retention Policy
- 4.4 To adopt the Privacy Notices
- 4.5 To receive the completed Security Compliance Checklists from all Parish Councillors
- 4.6 To resolve that the Council registers with the ICO and pays the relevant Data Protection Fee (£35.00)
- 4.7 To consider individual PC e-mail addresses for all councillors

5. MATTERS ARISING

- 5.1 Thank you letter from Daventry & District Citizens Advice
- 5.2 Everybody Needs Good Neighbours Scheme
- 5.3 Whilton Locks - Litter Bin by Railway Line

6. PUBLIC TIME – A member of the public is entitled to speak for no longer than 3 minutes. The period of time for public participation, which is at the Chairman’s discretion, shall not exceed 10 minutes.

7. COUNTY AND DISTRICT COUNCILLORS REPORTS

8. BUSINESS

- 8.1 Approve Annual Governance Statement – 2017/2018
- 8.2 Approve Annual Accounts 2017/2018
- 8.3 Discontinuation of Bus Service 63 – Norton to Northampton
- 8.4 Dealing with Planning Applications
- 8.5 Review of Annual Insurance Renewal
- 8.6 OVO Energy Women’s Tour 2018 – Daventry Stage 2 Finish
- 8.7 Mowing of the Village Green
- 8.8 DDC Litter Picking Agreement for Whilton Parish
- 8.9 Caravans parked in lane at Whilton Locks
- 8.10 Damage to grass verges within the Parish
- 8.11 NCALC - Approve Clerk’s Salary Review 2018/19 – Increase to £11.64 per hour from £11.42

9. FINANCE

9.1 Approve Income/Expenditure Update & Bank Reconciliation’s from March & April 2018

9.2 Approve Accounts paid (March to May 2018):

Online	S Porter	Clerk’s Salary March 18	£ 237.92	LGA 1972 s112
		Clerk’s Expenses March 18	£ 18.00	LGA 1972 s112
Online	S Porter	Clerk’s Salary April 18	£ 237.72	LGA 1972 s112
		Clerk’s Expenses April 18	£ 18.00	LGA 1972 s112
Online	HMRC	PAYE 2017-18 Q4	£ 178.19	LGA 1972 s112
Online	Rollasons	Allotment Transfer	£ 5,255.60	SHHA 1908
Online	Smith of Derby	Church Clock Service	£ 248.40	PCA 1957 s2
DD	Anglian Water	Allotments Jan-March 18	£ 15.75	SHHA 1908

9.3 Approve Accounts to be paid:

Chq No	NCALC	Membership/Internal Audit	£ 399.94	LGA 1972 s143
Chq No	E-On	Street Lighting Jan-March18	£ 120.58	PCA1957 s3
Chq No	Orchard Print	Newsletter	£ 159.00	LGA1972 s142

Current Bank Balances:

Current Account	£ 9,130.91
Reserve Account	£ 4,261.17

10. PLANNING

DA/2017/0860 (Amended) – Construction of new retail unit – **Land at Whilton Locks, Whilton**

PLANNING PERMISSIONS GRANTED

DA/2017/1223 – Single storey rear extension – **Manor Barn, Manor Lane, Whilton**

DA/2017/1224 – Listed Building Consent for single storey rear extension – **Manor Barn, Manor Lane, Whilton**

DA/2018/0186 – Demolition of single storey extension. Construction of two storey side extension and single storey extension to existing outbuilding – **8 Langton Rise, Whilton**

DA/2018/0118 - Conversion of barn to residential accommodation, conversion of outbuilding to annexe, replacement of roof coverings – **Church Gate, The Green, Whilton**

11. Date of next Parish Council Meeting – Wednesday 11th July 2018

Sue Porter

Sue Porter
Clerk / Responsible Financial Officer
Whilton Parish Council

Issued: 03/05/2018