

GREAT OXENDON PARISH COUNCIL

**Councillors are hereby summoned to attend the Annual Parish Council Meeting to be held on
Monday 21st May 2017 at 7.30pm
The Village Hall, Main Street, Great Oxendon LE16 8NE**

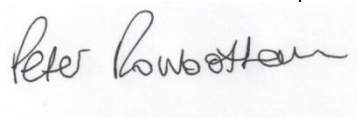
The press and public are also invited to attend

AGENDA

*Papers
attached*

- | | | | |
|-----|--|--|---------------------------------|
| 1. | Welcome | | |
| 2. | Election of Parish Council Chairman
2.1 To elect a Chairman for the Parish Council for 2018/2019
2.2 To receive the Chairman's Declaration of Acceptance | | |
| 3. | Apologies for Absence
3.1 To consider any received apologies | | |
| 4. | Declarations of Interest
4.1 Members' declarations of interests on agenda items only | | |
| 5. | To sign the minutes of the previous meetings
5.1 Council meeting of 9 th April 2018
5.2 Annual meeting of the Parish Meeting of 9 th April 2018 | | A |
| 6. | Election of Parish Council Vice Chairman | | |
| 7. | Co-option of Councillor
7.1 To consider the co-option of a new Parish Councillor | | |
| 8. | To review and agree the Calendar of meetings for the municipal year 2018/2019 | | B |
| 9. | Election of Parish Council Representatives
9.1 Village Hall Representative
9.2 Cross Border Liaison Group Representative
9.3 Planning
9.4 Highways, Footpaths & Trees
9.5 Police & Community Safety
9.6 Environment
9.7 Community
9.8 Finance – including Verification Officer | | |
| 10. | To confirm the banking arrangements and signatories for the Parish Council Mandate | | C |
| 11. | To review and agree the following documents (Annual Review)
11.1 Members Code of Conduct
11.2 Standing Orders
11.3 Financial Regulations
11.4 The Asset & Land Register
11.5 The Risk Register
11.6 The Councils Complaints Procedure
11.7 Freedom of Information Model Publication Scheme | | D
E
F
G
H
I
J |
| 12. | To review and agree the list of the Council's annual subscription
12.1 Northamptonshire County Association of Local Councils | | |

- 13. General Data Protection Regulations**
 13.1 Appoint Northants CALC as the council's Data Protection Officer for one year (SLA attached) **K**
 13.2 Adopt the Data Map **L**
 13.3 Adopt the Data Protection Policy, Subject Access Request Procedure, Data Breach Policy and Records Retention Policy **M**
 13.4 To adopt the Privacy Notices **N**
 13.5 To receive any Security Compliance Checklists from Councillors
 13.6 To note that the council is already registered as a Data Controller with the ICO
- 14. Local Government salary scales for 2018 /2019**
 14.1 Agree the local implementation of the revised salary scales for local government **O**
- 15. To consider and confirm the insurance arrangements for 2018 /2019**
 15.1 Agree the Councils chosen insurer for 2018/2019 **P**
 15.2 Agree the payment of the premium - £392.01 – Zurich Municipal
- 16. To receive the Accounts for 2017/2018**
 16.1 Expenditure for 2017/2018 **Q**
 16.2 Receipts for 2017/2018 **R**
 16.3 Bank Reconciliation for 2017/2018 **S**
- 17. Annual Governance and Accountability Return 2017/2018**
 17.1 Consider the findings of the Internal Auditor **T**
 17.2 Review the system of internal control **U**
 17.3 Complete and approve the Annual Governance Statement for 2017/2018 **V**
 17.4 Consider and approve the Accounting Statement for 2017/2018 **W**
 17.5 Note the dates for the exercise of public rights (4th June to 13th July inclusive)
 17.6 Agree that the Parish Council certifies itself as exempt from the limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015
- 18. Consider Quotes for Village Maintenance Work**
 18.1 Grass Cutting (seasonal)
 18.2 Footpath clearance (one off)
- 19. Community Infrastructure Levy**
 19.1 Receive an update on the Community Infrastructure Levy
- 20. Any other urgent business**
- 21. To note Future Meetings:**
- 11th June
 - 2nd July
 - 6 August
 - 10 September



Mr Peter Rowbotham
Clerk to the Council
15th May 2018

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