

Maidwell with Draughton Parish Council

**All Councillors are summoned to an Annual and General meeting of
Maidwell with Draughton Parish Council to be held in DRAUGHTON CLUB ROOM on
Wednesday 9 May 2016 at 7.30pm**

Members of the public and press are invited to attend and to participate in the Open Forum

AGENDA

ANNUAL MEETING

1. Election of Chairman
2. Election of Vice Chairman

GENERAL MEETING

Present

- 597. To receive and approve apologies for absence
- 598. To receive Declaration of Personal and Prejudicial Interests under the Council's Code of Conduct related to business on the agenda. (Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business).
- 599. To receive and approve for signature the minutes of the meeting held on 14 March 2018.
- 600. To receive and approve for signature the minutes of the Extraordinary meeting held on 4 April 2018
- 601. Matters arising from the Minutes of the Meeting held on 14 March 2018
 - (543) Brampton Valley Way Improvements – Cllr Wright to speak with the Conservation Officer at DDC and also NCC to find out who owns the bridge
 - (578) GDPR – New Councillor Email Address Options – Clerk to confirm that free option complies with GDPR.
 - (583) Draughton Road (condition) – Clerk had written to Cllr Irving-Swift and Ian Smith, NCC Highways to ask that SLOW sign be repainted as it was a safety issue
 - (584) Energy Increase from E-on – Clerk had written to E-on to ask whether the maintenance and repair contract could be separated from the street lighting contract and was awaiting a reply. Item to be included on May agenda
- 602. Open Forum (Members of the public are invited to address the Council. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the Chairman of the meeting).
- 603. Declaration of Acceptance of Office – Chairman and Vice Chairman
- 604. New Councillor Email Address Options
- 605. Neighbourhood Planning – Update
- 606. GDPR Compliance
 - a) To appoint the Northants CALC DPO Service as the Council's Data Protection Officer
 - b) To adopt the Data Map
 - c) To adopt the Data Protection Policy, Subject Access Request Procedure, Data Breach Policy and Records Retention Policy
 - d) To adopt the Privacy Notices
 - e) To receive completed Security Compliance Checklists from all Councillors
 - f) To note that the Council is already registered as a Data Controller with the ICO.
 - g) To discuss when Clerk should email residents currently on mailing list to ask whether they wish to remain on the list or be removed
- 607. Adoption of new Standing Orders

Please note, this is a public meeting and you may be filmed, recorded and published.

- 608. Application for Grant from Community Enhancement Programme for work in
- 609. Drain on A508 – raised by resident at March meeting
- 610. Footpath from Police House
- 611. Energy Increase E-on – Clerk contacted E-on re the possibility of separating the Street Lighting Maintenance contract from the Street Lighting contract, awaiting reply at moment
- 612. Insurance renewal quotation for consideration (emailed to Cllrs 23 April 2018)
- 613. Grass cutting of land outside Loder Hall and Blueberry Lane – raised by resident forwarded by SC
- 614. Review of Clerk's Pay Scales for 2018/19 – circulated from Danny Moody

- 615. Reports:
 - I Planning –
 - None

- 616. Finance:
 - I To receive the Internal Auditor's Report and note actions (audit taking place Thursday 3 May – to be circulated prior to meeting)
 - II Resolution to approve Section 1 Annual Governance Statement 2017/18 – to be circulated
 - III Resolution to approve Section 2 Accounting Statements 2017/18 – as above
 - IV Clerk to produce accounts to 31 March 2018 along with bank reconciliation and bank statement

Resolution to approve payments

V	Cheque 100180 – Parish Clerk, April to June + £3.54 For postage	£921.99
vi	Cheque 100181 – NCALC Subscription and Audit year ending 31 March 2019	£414.98
vii	Cheque 100182 – Came and Co. for insurance 1 st June 17 to 31 May 18 – Ecclesiastical	£291.20
viii	Cheque 100183 – Eon Street Lighting Maintenance for quarter ending 31 Mar 2018	£99.08
ix	Cheque 100184 - Eon Street Lighting 010118-310318	£228.30
x	Cheque 100185 – Loder Hall Room Hire for 2017/18	£35.75
xi	Cheque 100186 – Draughton Clubroom Room Hire for 2017/18	£49.50
	And any other invoices received prior to the meeting.	
XII	Cheque 100187 – Pete Redman, reimbursement of Printing of NP Consultation Booklet, Invoice No. 9322, Print Projects, Northampton from GRANT Money – amount dependent on whether next phase of grant is received	£783.00/£708.40

Resolution to approve payments made since last meeting
None.

- 617. Correspondence –.
- 618. Date and Time of Next Meeting – The next meeting will be held on Wednesday 11 July 2018 at 7.30pm at Loder Hall, Maidwell.
- 619. Close of meeting.

Mrs Anne Cowan, Parish Clerk
Maidwell & Draughton Parish Council
+447762 712039
maidwellwithdraughton@gmail.com

A. Cowan

02.05.2018

Please note, this is a public meeting and you may be filmed, recorded and published.