

# Colsterworth and District Parish Council

## AGENDA

There is a meeting of the Parish Council at **the Village Hall, Old Post Lane, Colsterworth**, commencing at **7.30pm**, on **Tuesday 1<sup>st</sup> May 2018**. The business to be dealt with at the meeting is listed in the agenda.

**Members of the Public and the Press are welcome.**

**There will be a Public Forum commencing at 7.30pm for 10 minutes when members of the public may ask questions or make short statements to the Parish Council.**

## AGENDA

1. **Apologies for absence and reasons given**
2. **Chairman's remarks**
3. **Elections:**
  - 3.1 Election of Chairman
  - 3.2 Election of Vice Chairman
4. **To receive declarations of interest in accordance with the LGA 2000**
5. **Minutes of the previous meeting**
6. **Co-Option of Cllr for Lobthorpe and North Witham**
7. **Election of lead Councillors for :-**
  - 7.1 Finance and Administration Committee x 3 Councillors
  - 7.2 Environment and Amenities Committee x 3 Councillors
  - 7.3 Footpaths and Highways Committee x 3 Councillors
8. **GDPR compliance**
  - 8.1 To appoint *[LALC are considering offering DPO services awaiting outcome of meeting 24th April for decision]* as the council's Data Protection Officer
  - 8.2 To adopt the Data Map (previously circulated)
  - 8.3 To adopt the Data Protection Policy, Subject Access Request Procedure, Data Breach Policy and Records Retention Policy (previously circulated)
  - 8.4 To adopt the Privacy Notices (previously circulated)
  - 8.5 To receive completed Security Compliance Checklists from all councillors (previously circulated)
  - 8.6 To note that the council is already registered as a Data Controller with the ICO.
9. **Wicksteed Play Equipment Inspection** (Previously circulated)
  - 9.1 Agree action to be taken
10. **Review of Parish Clerk's Position (Closed Session)**
  - 10.1 Agree to offer permanent position to the Clerk following probationary period and review by Chairman and Vice-Chairman regarding suitability for the post.

10.2 Subject to 1 above, agree to implement the auto-enrolment of pension entitlement for the Clerk effective 01 June 2018 in line with terms of contract and regulatory responsibility; costs to be incurred.

10.3 Formally agree Salary.

10.4 Review Clerks contact of 15hrs per week with regard to the increased workload is increased to 25hrs per week to be reviewed again in the September meeting.

**11. Projects /Priorities 2018/19**

11.1 Derelict Garage, High Street

**12. Clerk's Report and items arising from Minutes**

**13. Group Reports**

13.1 RTG report

13.2 Standing Orders Working Group

**14. Correspondence**

**15. Planning Application**

**16. Finance: The Annual Governance Statement 2017/18**

16.1. Approval of Annual Governance Statement section 1.

16.2 Sign Annual Governance statement section 1

16.3. Approval of Annual Governance Statement section 2.

16.4 Sign Annual Governance statement section 2

16.5. Approval of Accounting Statements 2017/2018

16.6 For Council to agree Budget setting for 2018/19

16.7 Accounts for payment

**17. Matters requiring attention such as potholes and faulty street lights**

**18. Date of next Parish Council meeting is 5<sup>th</sup> June 2018.**



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