Date: 5th May 2018

Chair Person: Mary Bradley

Clerk: Becx Carter, 40 Windebrowe Avenue, Keswick, Cumbria, CA12 4JA

Tel: 077866 78283 broughtonparishclerk@hotmail.com

Dear Councillor

You are summoned to attend the next meeting of the Broughton Parish Council, which will be held in the Village Hall, Little Broughton on **Tuesday 15th May 2018** at **19:00.** If you are unable to attend, please pass your apologies to the clerk in advance of the meeting.

The Agenda is printed below and I hope you will be able to attend.

Yours sincerely,



Parish Clerk

**84/18 Election of Chairman**

To elect a Chairman for the year 18-19 and receive their Declaration of Acceptance of Office

**85/18 Election of a Vice Chairman**

To election a Vice-Chairman for the year 18-19

**86/18 Apologies for absence**

To receive and accept apologies and note the reasons for absence

**87/18 Chairman’s Announcements**

**88/18 Requests for dispensations and declaration of interests**

*i. Request for Dispensation*

*The clerk to report any requests received since the previous meeting for dispensations to speak and\or vote on any matter where a member has a disclosable pecuniary interest. To receive declarations by elected and co-opted members of interests in respect of items on this agenda.*

*ii. Declarations of Interest*

*Members are reminded that, in accordance with the revised Code of Conduct, they are required to declare any disclosable pecuniary interests or other registrable interests which have not already been declared in the Council’s Register of Interests.  (It is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting.) Members may, however, also decide, in the interests of clarity and transparency, to declare at this point in the meeting, any such disclosable pecuniary interests which they have already declared in the Register, as well as any other registrable or other interests.*

*If a Member requires advice on any item involving a possible declaration of interest which could affect his/her ability to speak and/or vote, he/she is advised to contact the clerk at least 24 hours in advance of the meeting.*

**89/18 Minutes of the meeting held 17th April 2018**

To authorise the Chairman to sign, as a correct record the minutes of the last Parish Council Meeting

**90/18 Youth Shelters/Youth Space-**

**91/18 Police Matters**

**92/18 Public Participation (*Max 3 mins per person) Max session length 10mins***

The Chairman will, at her discretion, allow members of the public to address the meeting, in relation to the business to be transacted at this meeting and to bring matters to the attention of the Council for consideration, and/or inclusion, on a future agenda. No decisions or responses need be provided at this juncture.

**93/18 Applications for co-option (1 vacancy)**

**94/18 Update on matters arising from previous meetings**

1. Youth Club
2. Finger Posts

**95/18 Clerks Report**

*See Clerks Report circulated with this agenda*

**96/18 Play-area**

1. To receive the Play Area independent inspection for 2018

**97/18 Reports from visiting councillors-** *For information*

**98/18 Reports on other meetings attended-** *For information*

**99/18 Allotments**

1. Resolutions as per circulated paper-*Circulated to all prior to the meeting.*

**100/18 Parish Maintenance**-Locations for work to be suggested/works to be considered

**101/18 Highways Matters**

1. Response from CCC re Traffic Regulation Order for Great Broughton

**102/18 Correspondence-** For Discussion

Other items of correspondence for information are listed in the Clerks Report

1. Letter from Mrs A Jefferson re the Church Car Park
2. Community Governance Review Schedule of Meetings
3. ABC Letter re Footway Lighting
4. To Note Update from NALC on GDPR and Data Protection Officers
5. Consultation on Broughton Children’s Carnival 2018 Road Closure
6. Letter from Mr Palmer re Allotments

mogestion for commarative installations for key residents- Fspeed limit to the Railway Abbutments on the timescale for next yea

**103/18 Planning Applications**

*A revised list will be circulated at the meeting if required due to timescales.*

**104/18 Planning Decisions**

|  |  |  |  |
| --- | --- | --- | --- |
| **Ref** | **Location** | **Proposal** | **Decision** |
| 2/2018/0026 | Land adjacent to Soddy Gap Lodge, Moor Road | Outline application for single dwelling | Approved with conditions |

**105/18 Finance, Accounts**

1. Payment of Accounts- Listed on Statement of Accounts
2. Approval of Bank Reconciliation and Spend against Budget for May
3. To receive internal auditors report
4. To approve annual statements of governance
5. To approve the end of Year accounts & statement of variance
6. To consider and approve the insurance renewal for Broughton PC.

**106/18 Consideration & Approval of Governance Documents.**

1. New standing orders
2. New Data Protection Policy
3. New Broughton Parish Council Privacy Notice
4. To approve the proposed timescale for the implantation of remaining General Data Protection Regulation Policies.
5. Asset Register
6. Risk Assessment
7. Risk Management Policy
8. Financial Regulations
9. Complaints Procedure

**107/18 Councillors Matters**

An opportunity for Councillors to raise new issues- No decisions can be made on these matters, but the Clerk may make investigations and/or they may be placed on a future agenda of the Council

**86/18 Date of next meeting**

* 26th June 2018 at 19:00