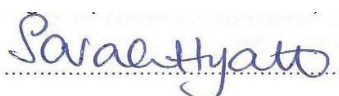


Farthingstone Parish Council

Notice of Meeting

There will be a meeting of Farthingstone Parish Council on Monday 21st May 2018 at 8.00pm in the Village Hall



Clerk to Farthingstone Parish Council

AGENDA

Item No	Matter	
1.	<p>Election:</p> <ul style="list-style-type: none"> To elect a Chairman Signing of Acceptance of Office by Chairman To elect a Vice Chairman Election of Planning/Cemetery Committees Appointment of Responsible Officer/Responsible Financial Officer 	
2.	Apologies and approval of absence:	Chair
3.	<p>To receive declarations of interest:</p> <ul style="list-style-type: none"> Disclosable pecuniary interests Other disclosable interests 	Chair
4.	To resolve that the minutes of the Parish Council Meeting held on Monday 19 th March 2018 are a correct record and sign the same.	Chair
5.	<p>Matters arising:</p> <ul style="list-style-type: none"> VDS mapping – verbal update CIL Levies Notice on FPC website – update Non-Material Amendment to planning application Littlecourt House – no further information has been received from DDC Casual vacancy for Parish Councillor 	Chair SH SH Chair All
6.	<p>Annual Items – to review and adopt for 2018/19:</p> <ul style="list-style-type: none"> New Model Standing Orders 2016 Financial Regulations Code of Conduct Complaints Procedure Parish Councillor Responsibilities Approve the annual Risk Assessment and review the internal controls for finance 	Chair
7.	<p>Annual Return 2017/18:</p> <ul style="list-style-type: none"> To receive the annual accounts for 2017/18, including Asset Register and Bank reconciliation To receive the significant variance report To receive the Internal Audit Report To agree and sign the Annual Governance Statements 2017/18 To agree and sign the Annual Accounts Statements 2017/18 To sign the Exemption Certificate To agree Public Rights dates (Monday 4th June to Friday 13th July) To note statutory deadline for publication on FPC website of AGAR and Notice of Conclusion of Audit (Sunday 30th September) 	Chair/ RFO

Farthingstone Parish Council

8.	<p>Financial Report 2018/19:</p> <ul style="list-style-type: none"> • To receive a budget report for the year to date 2018/19: • To approve the VAT return for 2017/18 for submission to HMRC • To approve the following cheques for payment: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Cheque No 796</td> <td style="width: 40%;">BHIB Insurance Brokers (Parish Council Insurance 2018/19)</td> <td style="width: 30%; text-align: right;">£464.50</td> </tr> </table>	Cheque No 796	BHIB Insurance Brokers (Parish Council Insurance 2018/19)	£464.50	Chair
Cheque No 796	BHIB Insurance Brokers (Parish Council Insurance 2018/19)	£464.50			
9.	<p>Clerking Arrangements 2018/19:</p> <ul style="list-style-type: none"> • To receive a verbal update from SH re future clerking arrangements 	Chair/ SH			
10.	<p>GDPR Compliance:</p> <ul style="list-style-type: none"> • To appoint the Northants CALC DPO Service as the Council's Data Protection Officer • To adopt the data map • To adopt the Data Protection Policy, Subject Access Request Procedure, Data Breach Policy and Records Retention Policy • To adopt the Privacy Notices • To resolve that all Councillors will complete the Security Compliance Checklists and return these to the RO • To resolve that the Council registers with the ICO and pays the relevant Data Protection Fee (£35.00) 				
11.	<p>Cemetery Matters:</p> <ul style="list-style-type: none"> • To review and adopt for 2018/19 – Cemetery Rules and Fees • To note the reservation of Plot N11 (fee paid) • To consider a request to mark reserved plots with a small inscribed paver or slab. 	Chair			
12.	<p>Correspondence:</p> <ul style="list-style-type: none"> • All circulated by email • To note the OVO Energy Women's Tour Cycle Race on 14th June which will pass through Farthingstone at approximately 1.09pm 	Chair			
13.	<p>Any Other Business:</p>	Chair			
	<p>Date of Next Meeting:</p> <ul style="list-style-type: none"> • Monday 16th July 2018 at 8.00pm Farthingstone Village Hall 				