

Aston Clinton Parish Council
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You are summoned to attend the **Annual Meeting of the Parish Council** on
Wednesday 2nd May 2018 at 7.30pm at the Aston Clinton Parish Meeting
Room, London Road, Aston Clinton, HP22 5HL

AGENDA

18.043 To receive apologies for absence

18.044 For councillors to declare any personal and/or prejudicial interest in items on the agenda

18.045 Election of Chairman and Vice Chairman

MOTION: To agree a chairman for the year to May 2019

MOTION: To agree a vice chairman for the year to May 2019

18.046 To approve the minutes of the Parish Council meeting held on 4th April 2018

18.047 Public Participation: For members of the public to ask questions and raise any issues on items included on the agenda. Public Participation should be for a period of no longer than 15 minutes, each person shall not speak for more than 5 minutes. This section of the meeting is not required by law to be minuted.

18.048 Council:

- i. GDPR, Privacy Statement, Document Retention Policy, Cllr email addresses and FOI – adoption of new policy

MOTION: to agree the new Data Protection Policy

- ii. Reports from external bodies

18.049 Clerk's Report

18.050 Governance, Committees and Processes

- i. Governance documents – review and adoption of Standing Orders, Financial Regulations and Code of Conduct
- ii. Standing Committees – review of committee Terms of Reference and memberships
- iii. Processes, policies and procedures - complaints, equal opportunities, Expenses, communications and social media policies.
- iv. Land, assets and insurance – review of policies including risk management and asset register
- v. Financial: approval of bank mandate/signatories, direct debits, review of rents (including peppercorn) and tenancies

18.051 Finance and Staff Committee

- i. Month-end report April 2018: Budget status, any revisions to annual budget, reconciliations

- ii. Payments to be agreed

MOTION: To approve the payment of any outstanding invoices

18.052 Planning Committee

- i. Planning Committee report
- ii. Neighbourhood Plan update

18.053 Facilities Committee – report and recommendations from the committee:

- i. Events: Play in the Park, Astonbury and use of S137

MOTION: to agree use of S137 to support play provision for ‘Play in the Park’ and Astonbury

- ii. Cricket Club Mowing: recommendations of the committee

MOTION to agree to meet the cost of mowing the cricket club as per the recommendations of the committee

- iii. Driveway Tenders: to discuss the preferred contractor as per recommendations of the committee

MOTION: to agree a contractor for the driveway project, phase 1

- iv. S106 Monies: -

- a. ‘The Masterplan’: to include allocation of 16/02752/AOP – formerly 15/02134 (Hollins) - £194,000 (approx.)
- b. 15/03786/AOP: Land South of Aylesbury Road - £304,729 -re-allocation to community centre

MOTION: to agree to the committee’s recommendations for allocation of these sums

18.054 Community Centre Committee – update and proposed revised specification

MOTION: to agree proposed new specification to put forward to architect

18.055 Date of next meeting

G Merry,
Parish Clerk
27/04/18

THE PRESS AND PUBLIC ARE WELCOME TO ATTEND ANY MEETINGS