

# Newnham Parish Council & Burial Authority

To all Members of the Public & Press

21<sup>st</sup> January 2019

You are hereby invited to attend a Parish Council meeting arranged for Monday 28<sup>th</sup> January 2019. At 6.45 for **Public Consultation** followed by the full meeting at 7.00pm (approx.) in **THE ARMOURY HALL**, Newnham on Severn for the transaction of business in the following Agenda

Yours faithfully

*D.J. Tingle*

**Dave Tingle**

*Clerk to the Council*

**To Allow Public Consultation \*\***

## AGENDA

1. To Receive Apologies for Absence
2. To Receive Declarations of Interest
3. Approval of Minutes of the Parish Council Meeting held on the 26<sup>th</sup> November 2018
4. To receive a report from the clerk on outstanding actions for items not on the current agenda. - **see pack**
5. To receive the Clerk's report all matters on Agenda - **see pack**
6. To Receive Reports from County and District Councillors.
7. To consider the casual vacancy arising from the resignation of Cllr Shaw.

### Financial - see pack

8. Financial Statement
  - To Receive and approve the monthly financial statement.
  - To Receive and approve monthly payments.
9. To receive a finalised draft budget and consider a recommendation from the finance committee to increase the precept by 7%. - **see pack**
10. To consider a quotation for £1250 from Stone Art & £2880 from Heritage Stone to clean the war memorial - **see pack**

### Highways

11. To Receive an update from the Highways sub group

### Community

12. To strategically consider the various community projects listed below, plus any other proposals that may merit consideration.
  - To Receive an update on the mediation process between the WI & The Club led by Cllrs Love, Kenny & Weeden
  - To receive an update from the ReNewnham group regarding fund raising efforts for the George café.
  - To consider a request from the ReNewnham group to support bank charges for the first year of accounts.
13. To Consider Planning applications received - **see pack**
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14. To receive an update from the clerk on the works on the green
  - Information boards & Telephone box use for information.
  - To consider installation of an additional dog waste bin.
15. To receive a report from Cllr O'Leary regarding the meeting with the Post Office rep.
16. To receive an update on land ownership and registration in the burial ground
17. To receive an outlook of costs associated with pursuing adverse possession with regard to the chains and agree next steps.
18. To receive an update from the clerk on internet banking implementation.
19. To discuss inconsiderate parking opposite the tenanted spaces at the Beeches

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20. To consider a request from a member of the public for an electric vehicle charging point in the village- **see pack**
21. To Receive an update from the clerk on a second quotation to remove a large Pine tree from the playpark on health & safety grounds due to decay for £765- **see pack**
22. Implementation of GDPR requirements. – **not included in pack circ by e-mail**
  - To consider and approve the Subject Access Request (SAR) procedure
    - To consider and approve initial response to SAR to be made by the clerk & RFO.
  - To Consider and approve an updated documentation retention process
  - To consider and approve the data audit schedule
  - To approve the data breach reporting form
  - To consider and approve the data protection policy
  - To receive a report from the clerk on Councillor responsibilities and data processing
  - Receive an update from the clerk regarding non personal e mail addresses for all Cllrs.
  - To receive an update on next steps.
23. To consider future options for opening and closing the toilets at the cliff.
24. To consider current notice board locations and future needs.

## Other Matters

25. To consider correspondence received to date - **see pack**
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26. **Matters for the Next Agenda**
27. **To Confirm date & time of next meeting**
  - Parish Council Monday 25<sup>th</sup> February 2019

## **Standing order 1.c & 26.a**

**1.c** Meetings shall be open to the public unless their presence is prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons. The Publics exclusion from part of a meeting or all of a meeting shall be by resolution which shall give reasons for the Publics exclusion

**26.a** If a meeting considers any matter personal or private data it shall not be considered until the Council or committee has decided whether or not the press and public should be excluded pursuant to SO1.c above