

RADWAY PARISH COUNCIL

Parish Clerk: Kirsty Buttle

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Dear councillors,

I hereby give you notice that an **ANNUAL MEETING** of the Parish Council will be held on **Thursday, 17th May 2018** in the Village Hall, Radway commencing at **7.45pm**

AGENDA

1. Election of Chairman
2. Apologies for absence
3. Declarations of Interest
Members are asked to declare interests in items on the Agenda.
4. Election of Vice-Chairman
5. Acceptance of the minutes of the previous meeting held on 1st March
6. **Questions from the public** - This is the only opportunity to comment during the council meeting unless invited to do so by the Chair.
7. **Matters arising:**
 - a. Costings for kerbing of parking area along Langdon lane
 - b. Pot hole on Farnborough Road and Gullely along Tysoe Road
8. **GDPR Compliance**
 - a. To adopt the following documents:
 - Data Protection Policy
 - Subject Access Request Procedure
 - Records retention Policy
 - b. To resolve that the council registers with the ICO and pays the Data Protection Fee of £35 by Direct Debit to ensure continuous compliance with this requirement
9. Report from County Councillor
10. Report from District Councillor
11. Planning applications received
12. Planning decisions received
18/00644/FUL – Land Off, Langdon Lane, Radway.

11th May 2018

Clerk to the Parish Council

K. Buttle

m. Proposal to delegate authority to the clerk to make payments for electricity, the clerks salary and tax up to the total budget amount for the year without pre-approval from the council. The payments will be listed on the next agenda.

Complete Weed Control	Spraying of kerbs and hard areas	£216.00
Kirsty Buttle expenses	Expenses	£9.59
WCC	Streetlighting maintenance	£93.42

l. To approve payment of the following invoices:

02.03.18	HSBC	Interest	£3.50
31.03.18	Canx cheque 682	Canx chq as not cashed and duplicate pymt	£165.33
19.04.18	Rose Cottage	Pymt for lease	£5.00
26.04.18	SDC	Precept	£5,627.00

e receipts received since last meeting:

23.03.18	BACS	Round and About	£45.00
23.03.18	BACS	Kirsty Buttle	£140.00
23.03.18	BACS	HMRC	£35.00
23.03.18	BACS	Peter Wilkins	£58.92
01.03.18	BACS	Kirsty Buttle	£175.00

- a. To confirm bank balances of £18,056.08 and £20,046.35 as at 11th May 2018
- b. To receive the internal auditors report and agree any actions required
- c. To appoint an internal auditor for the next financial year
- d. To complete and approve the annual governance statement for the 17/18
- e. To approve the accounting statements for the 17/18 audit
- f. Annual check of asset register
- g. Proposal to transfer electricity supplier from Npower to E-on as soon as possible due to significant increase in price charged by Npower
- h. Consideration of the option to order alternative mugs (minute 10e 01.03.18) due to the higher costs involved than in previous years
- i. Ticket numbers for over 75s tea
- j. To note and approve the following payments made since the last meeting:

13. Financial

- 18/00131/FUL – Spring Cottage, Radway. Withdrawn.
- 18/00625/FUL and 18/00626/LBC – Stable Cottage, Radway. Approved.
- 18/00737/TREE – The Grange, Tysoe Road, Radway. No objection.