

Notice of the Annual Meeting of Brampton Ash Parish Council to be held Tuesday 1 May 2018, 7.30pm at the Parish Church

Councillors are summoned to attend the above meeting

This meeting is open to members of the public, subject to prescribed regulations where applicable.

Agenda

1/ 18-19	Election of Officers & Acceptance of Office a) Chair b) Vice Chair c) Highways Warden d) Rural Forum Representative e) Sign Acceptance of Office Forms
2/ 18-19	Chair's Announcements
3/ 18-19	Apologies for Absence Nick Bevan
4/ 18-19	Declarations of Interest: <i>To Receive Disclosures of Personal and Prejudicial Interests from Councillors On Matters to Be Considered at the Meeting.</i> Members are reminded to update their register of interests if necessary.
5/ 18-19	Minutes of the meeting held 12 April 2018 <i>To approve the minutes of the above meeting as an accurate record or to amend factual inaccuracies if they occur. Minutes of the above meeting have been circulated to councillors and it is assumed that they have been read prior to this meeting.</i>
6/ 18-19	Matters arising from the minutes of the meeting held 12 April 2018 (except where they are agenda items for this meeting)
7/ 18-19	General Data Protection Regulations (GDPR) a) Northants County Association of Local Councils Service Level Agreement for the provision of a Data Protection Officer Service b) Receipt of Councillors' GDPR security compliance forms c) Approval of GDPR policy documents: <ol style="list-style-type: none"> i. Data Protection policy ii. Records Retention policy iii. Data Breach policy iv. Subject Access Request v. GDPR Security Compliance vi. Privacy Policy
8/ 18-19	Annual Governance and Accountability Return 2017/18 a) Members to consider the review of internal controls: <ol style="list-style-type: none"> i. Present Internal Auditor's Report, accept and adopt recommendations b) Members to approve the Annual Governance Statement by resolution c) Members to consider the Accounting Statements d) Members to Approve the Accounting Statements by resolution and ensure the person presiding signs and dates the Accounting Statements at the same meeting at which the approval is given e) Members to approve the date for electors' rights to inspect the accounts

9/ 18-19	Financial Matters a) Quarterly internal control councillor checklist to be adopted b) Councillors' check of invoices against payments /reconcile to bank statement c) Approval of payments to be made: i. NCALC subscription and audit fee 2018-19 (budgeted for) ii. Clerk's salary, due 30 June (budgeted for) iii. Remembrance plaque, Cllr Heather Shuttleworth (s137 approval required – not budgeted for, to come from reserves) d) Budget Statement e) Approval of amount to come from reserves f) Current financial position statement
10/ 18-19	Planning Matters: <i>To Consider Matters Relating to Planning Applications in and Adjacent to the Parish</i>
11/ 18-19	Highway Matters a) Village Summer Litter-Pick Arrangements b) Road Conditions – Hermitage Road: Update c) Grit bin refill d) 'Bends' sign e) Signage – Hermitage Road: Update
12/ 18-19	Parish Crime Report & Police Matters
13/ 18-19	Village Communications: Update
14/ 18-19	Rural Forum: Minutes of the meeting held on 1 February 2018 <i>The minutes of the above meeting have been circulated to councillors for information.</i> Items of Interest
15/ 18-19	Any Other Business To report matters of a minor nature only.
16/ 18-19	Date and Venue of Next Meeting:

Signed: Liz Evans, Clerk to Brampton Ash Parish Council

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