CAWTHORNE PARISH COUNCIL

**Annual Meeting of Cawthorne Parish Council**

**Thursday 10th May 2018** at 7.40pm in the Moxon Room, Cawthorne Village Hall. At 7.30pm to 7.40pm, prior to the meeting, the public will have the opportunity to ask questions of the Council and Clerk.

S M Bashforth (BSc)

Clerk to the Council

**AGENDA**

1. To elect a Chairman for the year 2018-19.
2. Acceptance of Office by Chairman.
3. To elect a Vice Chairman for the year 2018-19 and for vice chairman to sign Declaration of Acceptance of Office.
4. To receive the resignation of Cllr Butterworth.
5. To resolve to accept any reasons for absence from Members.
6. To receive any declarations of Pecuniary or Non-Pecuniary Interests from Members in respect to any items on this agenda.
7. To resolve to accept the minutes of the Meeting of the Council held on Thursday 1st March 2018.
8. To review Standing Orders and Financial Regulations.
9. To review the delegation arrangement for (i) the Budget and Finance committee (ii) Planning committee (iii) Footpath and Environment committee(iv) the clerk.
10. To review term of reference for committees.
11. To appoint committees (i) 4 members to the Budget and Finance Committee

 (ii) 6 members to the Footpaths and Environment Committee

 (iii) 4 members to the Planning Committee.

1. To appoint representatives on external bodies (i) 2 members to the Cawthorne Recreation Ground Trust

 (ii)1 member to the Village Hall Committee

 (iii) 1 member to the Cannon Hall Park’s “Parks for People” steering group.

1. To appoint an Internal Auditor for the year 2018-19.
2. To review the council’s assets.
3. To receive internal auditor’s report.
4. To resolve to approve the Annual Governance Statement 2017/18.
5. To resolve to approve the Accounting Statements 2017/18.
6. To set the dates for the exercise of public rights.
7. To receive the Clerk’s report.
8. To receive correspondence.
9. To receive Member’s Reports.
10. To receive report from the Neighbourhood Plan steering group.
11. To receive report on the Local Plan examination.
12. To receive an update on the GDPR.
13. To approve the parish council’s (i) privacy policy (ii) Subject Access request policy (iii) Document and Retention Policy.
14. To revoke the Parish Council’s Data Protection policy as this is replaced by the Privacy Policy.
15. To approve the council’s (i) General Privacy Notice (ii) Privacy Notice for staff and Councillors (ii) Privacy Notice for Community Information page of the website.
16. To approve appointing BMBC’s DPO as DPO for Cawthorne Parish Council.
17. To receive and approve the monthly accounts for March and April 2018.
18. To receive 4th quarter/end of year financial report.
19. To consider grant application from Cawthorne All Saints Church (new flagpole).
20. To receive report on the cemetery site visit and approve expenditure for work recommended to be carried out.
21. To approve amendment to cemetery regulations to remove in section 4(viii) “All spare soil from the digging of a grave is to be removed from site, to be arranged by the funeral director ”and replace with 4(viii)” All spare soil from the digging of a grave is to be deposited in the designated area”.
22. To consider expenditure of £1678 for a new dog litter bin.
23. To consider lobbying BMBC against the changes to arrangements for bin collections for houses on Woolstock Lane.
24. To consider any nominations for Chair, Vice-chair and representative on the Joint Exec. Committee of YLCA South Yorkshire branch.
25. To consider the request from a parishioner to remove litter bin near The Fountain.
26. To receive update on the arrangements for revised conservation area.
27. To consider the following planning application and, with Members’ consent, any planning applications received between the issue and summons of this agenda and the commencement of the meeting

(a) 2017/0285. Erection of permanent marquee building (Retrospective).

 Cannon Hall Open Farm, Bark House Lane, Cawthorne S75 4AT

1. Any other urgent business which does not require a resolution or a decision.
2. To fix the dates for the ordinary meetings of the Council for the ensuing year.
3. To confirm the date of the next meeting as Thursday 1st June 2018.
4. To resolve to exclude the public and the press for the following item in pursuant of the Public Bodies (Admission to Meetings) Act 1960.
5. To resolve Clerk’s pay.

End of Agenda