



# Dodderhill Parish Council

Councillors are summoned to a meeting of the Parish Council at **7:30PM on Monday 4<sup>th</sup> February 2019** at Wychbold Village Hall, School Road, Wychbold, WR9 7PU

Press and public are cordially invited to attend

## AGENDA

1. **Apologies for absence:** To receive apologies and to approve reasons for absence.
2. **Declarations of interest:** With reference to items on the agenda members are reminded of their responsibility to declare interests and to update their register of interests as required.
3. **Dispensations:** To consider any written dispensations from Members who have declared an interest but wish to stay in the meeting during that time to aid discussion/speak/vote.
4. **Open session:** *The meeting will be adjourned for the open session.*
  - (a) District Councillor: To receive a report.
  - (b) County Councillor: To receive a report.
  - (c) Police: To receive a report.
  - (d) Public participation (10 minutes): At the discretion of the Chairman members of the public will be invited to speak and/or question the Parish Council on issues relating to this agenda or raise issues for future consideration.

## ITEMS REQUIRING A DECISION

5. **Minutes**

To resolve to accept the minutes from the Parish Council meeting on the 7<sup>th</sup> January 2019 as true record of the proceedings.
6. **Finance**

To consider and agree the payment of the following:

  - (a) Clerk's salary and expenses (NF and DH) - £1997.74
  - (b) HMRC PAYE – £147.77
  - (c) WCC Pension Fund – £418.52
  - (d) Handyman - £110.00
  - (e) Cllr Jones Expenses - £61.44
  - (f) Reddi Pest Ltd – £85.00
  - (g) Aztec Adventure Room Hire - £75.00 (already paid)
  - (h) Sutcliffe Play Ltd MUGA - £99,193.20 (already paid)
  - (i) YMCA Youth Club Jan-Mar - £726.00
  - (j) Access and Vision CCTV - £168.00
  - (k) Cllr Keane Expenses - £25.79
  - (l) SLCC Clerk Annual Subscription – £168.00
  - (m) Shaws Minute Book/Binder - £135.99
  - (n) Wychbold Village Hall Room Hire Jan 2019 - £20.00
  - (o) LexisNexis Arnold Baker Book - £110.99
  - (p) To consider and approve budget expenditure
  - (q) To consider and approve the bank reconciliation
7. **Internal Auditor**

To consider and agree the appointment of Iain Selkirk as the Council's Internal Auditor for the 2018/19 Accounts.

- 8. Wychbold Village Hall**
  - (a) To receive a report from the WVHC.
  - (b) To consider the recovery of expenses previously settled by DPC.
  - (c) To agree to carry out an audit of the Village Hall accounts 2017/2018 as per the constitution.
  - (d) To consider insurance arrangements for the Village Hall.
  - (e) To consider installing a separate water tap and external electric socket for use by the Handyman and contractors working around the site.
- 9. LGA and Public Health England Workshop – 4<sup>th</sup> March 2019 at County Hall**

To decide whether to send a representative.
- 10. Planning Application 18/02546/ADV**

To consider the above planning application relating to the Chateau Impney Hotel for a “double sided PVC banner used to advertise events held on site” and decide whether to support or object to the application.

#### **ITEMS/UPDATES FOR INFORMATION AND DISCUSSION**

- 11. Allotments Working Group**

To receive an update from the working group and to consider recommendations.
- 12. Playing Field Registration and Inspections**

To receive an update.
- 13. Neighbourhood Plan**

To receive an update on the Neighbourhood Development Plan Steering Group formation.
- 14. Highway Maintenance – School Road**

To discuss issues relating to the state of School Road.
- 15. Councillors’ reports and items for the next agenda**

Councillors may use this opportunity to report minor matters of information and to raise items for future agendas.
- 16. Exclusion of Press and Public**

In accordance with the Public Bodies (Admission to Meetings) Act 1960s1(2) it will be proposed by the Chair to exclude members of the public and press from the meeting in order to discuss matters of a confidential nature.
- 17. Subject Access Request**

To acknowledge the receipt of a Subject Access Request under the General Data Protection Regulation 2018.
- 18. Data Protection Issue and CCTV**

To discuss a recent data protection issue and review CCTV access.

Dated 29th January 2019



*Nick Farress*  
*Clerk and RFO (Proper Officer of the Council)*  
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