

Tidenham Parish Council

To: Members of the Public & Press

14th June 2018

You are invited to attend a meeting of Tidenham Parish Council that has been arranged for **Wednesday 20th June 2018 at 19.00hrs** in the War Memorial Hall, Coleford Road, Tutshill, for the transaction of business according to the enclosed agenda.

Yours faithfully

CA Hinton

Mrs Carol Hinton

Clerk to the Parish Council

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Note: Members of the public are welcome to attend meetings of the Council and Committees, unless specifically excluded due to the confidential nature of the business. Members of the public can ask questions or make representation during item 4 but the council cannot make a decision on any matter which is not specified on the agenda.

AGENDA

1. ATTENDANCE

- a) **To receive** apologies for absence from those councillors unable to attend.
- b) **To consider for acceptance** those apologies received with reasons for absence.

2. DECLARATIONS OF INTEREST

- a) **To receive Declarations of Interest** in respect of matters contained in this agenda, in accordance with the provisions of the Local Government Act 1972 in respect of officers and in accordance with the provisions of the Localism Act 2011 in respect of members.
Interests may be declared at any time during the meeting should they become apparent.
- b) **To note** Notice of Dispensation for members of Mopla Cottages Committee issued by the Clerk.
- c) **To consider any Dispensation Requests** received by the Parish Clerk and not previously considered.

3. MINUTES OF PREVIOUS MEETING

- a) **To consider for approval** as a correct record the minutes of the meeting held on 16th May 2018.
- b) **To consider any questions** arising from those minutes.

4. PUBLIC CONSULTATION ***

To receive and consider any questions from the Public, which may be answered but not debated.

5. COMMITTEES

To receive reports, minutes and recommendations from committees already circulated, enclosed herewith or to be circulated and to consider any questions arising from them.

- i). Planning, Development Control and Highways Committee meeting held on 23rd May 2018
Questions to Councillor Powell, Chair of the Committee
- ii) Finance and Probity Committee meeting held on 6th June 2018
Questions to Councillor Powell, Chair of the meeting
- iii) Mopla Cottages Committee meeting held on 6th June 2018
Questions to Councillor Powell, Chair of the meeting

6. CHAIRMAN'S ANNOUNCEMENTS

To receive and note any announcements from the Chairman of the meeting.

7. POLICING IN THE PARISH

To note report downloaded by the Clerk. PC Davies reported that he has been out several times recently carrying out road safety checks in Tutshill. He was on Gloucester Road on 23rd May, 31st May and 11th June. Photos were put up on the Forest police twitter page to publicise the fact and he reported that the feedback from locals has been positive. Quote - "We do seem to get quite a few people travelling at speeds over 30mph so we tend to be busy!" Two more days are scheduled in the next week or so and PC Davies hopes to be in Tutshill and possibly Beachley near the barracks on at least one if not both of those days.

8. PARISH CLERK'S REPORT

To receive and consider the Parish Clerk's Report. All items requiring the council to make a decision are specified separately on this agenda.

9. SEDBURY AND BEACHLEY VILLAGE HALL – INSURANCE RENEWAL

To consider adequacy and renewal of insurance for Sedbury and Beachley Village Hall with Community First @ £470.83 to 31st May 2019 – year 3 of 5 year Long Term Undertaking.

10. FINANCE

a) **To approve payments** according to the Financial Statement for May 2018

b) **To receive and approve the Financial Statement** for May 2018

c) **To note** Receipts and Payments Sheet as presented to the Finance and Probity Committee on 6th June 2018

d) **To note** Budget Monitoring Sheet as presented to the Finance and Probity Committee on 6th June 2018

11. DATA PROTECTION FEE

To consider payment of Annual Data Protection fee (currently £40) by direct debit.

12. SEDBURY AND DISTRICT LEISURE GARDENERS ASSOCIATION

To consider Annual Management Fee of £627 per annum for 2018, 2019 and 2020 following receipt of breakdown of expenditure of Management Fee for years 2015, 2016 and 2017

13. ANNUAL INTERNAL AUDIT REPORT

To receive and consider Annual Internal Audit Report and Clerk's recommendations

14. LOCAL GOVERNMENT PENSION SCHEME - ADMIN ASSISTANT PENSION

To note further to minute 2017/2018 March 2017 Page 28 item 12 (b) that whilst the Council is not required to make contributions to the Scheme for the Admin Assistant due to age and salary level, Kevin Duffin is eligible to join the Glos CC LGPS but had declined to when offered the opportunity in March 2017.

15. GENERAL DATA PROTECTION REGULATIONS (GDPR)

a) **To consider** adoption of Tidenham Parish Council Privacy Policy

b) **To consider** adoption of Tidenham Parish Council General Privacy Notice

c) **To consider** adoption of Tidenham Parish Council Privacy Notice for Staff, Councillors and Role Holders.

d) **To consider** adoption of Tidenham Parish Council Subject Access Requests Policy

e) **To consider** Tidenham Parish Council Inventory of Data – June 2018

16. CCTV POLICY

To consider adoption of revised CCTV Policy to comply with GDPR

17. RISK ASSESSMENT

To consider review and adoption of TPC Risk Assessment

18. WORKING GROUP REPORT TO COUNCIL

To consider report to Council by Working Group of Councillors Evans, Koning and Lewis on the improvement of Council's engagement with residents

19. LITTER BIN – SEDBURY AND BEACHLEY VILLAGE HALL

To consider purchase and installation of Glasdon super trim line litterbin (in heavy duty plastic) for £89.80 + VAT – total cost £107.76 for the S&BVH front play area from Forest Equipment Services.

20. CORRESPONDENCE

To receive and consider any other correspondence as detailed in the Clerk's Report

21. COUNCILLORS' REPORTS

To receive and note any matters which councillors wish to raise and where appropriate add to the agenda for the following meeting or meetings of committees.

22. FUTURE MEETINGS

To note the dates of future council and committee meetings:

Wednesday 27th June 2018 - Planning, Development Control and Highways Committee

Wednesday 11th July 2018 – Amenities Committee

Wednesday 18th July 2018 – Full TPC Council Meeting

***** Allows a period not exceeding fifteen minutes for members of the public to make statements and ask questions of the Council**

This item does not preclude Suspension of Standing Orders by the Council to allow participation on Items on the Agenda

- i) Each person will be required to state his or her name and address**
- ii) Each person will be allowed no more than three minutes plus a brief follow-up to any answers given by the Council**
- iii) Questions may be answered but not debated by the Council**
- iv) Any issues that the Council considers require consideration should be referred to the next meeting of the Full Council.**