

SPALDWICK PARISH COUNCIL

CHAIRMAN: Steve Fane de Salis

Clerk to the Council: -
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15 June 2018

Dear Member,

You are hereby summoned to attend the **Parish Council Meeting** which will be held on **Thursday 21 Jun 2018** at **8pm** at Community Room, **Spaldwick Primary School**, to deal with the following business: **Public and Press are invited to attend**

NOTICE and AGENDA

06/416 To Receive Apologies and Reasons for Non Attendance

06/417 Declarations of Interests for Members (Disclosable Pecuniary Interests)

06/418 To Receive and Approve the Minutes of the Annual Parish Council Meeting 17 May 2018

06/419 Matters arising from those Minutes

06/420 Public Open Forum

Each person wishing to address the council will be allowed to speak for a maximum of 5 minutes subject to the Chairman's discretion. This part cannot be longer than 10 minutes per item.

06/421 Planning

To consider new planning consultations: none received within this period

Consultation: None received in this period.

Determined by planning authority:

1. 18/00773/TRCA Hena House 4 St James Gardens Spaldwick Huntingdon PE28 0UG Remove 7 Hawthorn trees due to poor condition, the area around the trees flood as the ground is not level and the thorns on the tree's are not child friendly and slow growth offers limited privacy. We would like to level the area and replace with raised flower beds to replant with 8 -10 Ornamental trees (CotonEaster Waterii) 5ft tall to have some healthy flourishing trees to look at and attract more wildlife into our garden and to give us privacy from direct over looking houses. – Approved.
2. 18/00604/FUL 8 High Street Spaldwick Huntingdon PE28 0TD Conversion of Outbuilding to annexe with single-storey and two-storey extensions – Approved.

06/422 Councillor Portfolio/Responsibilities

06/423 Finance

06/423.1 To Consider ICO registration, advice provided by CAPALC and SLCC

06/423.2 Internal Auditor's report and checklist, actions

06/423.3 To note updated cashbook 31 May 18

06/423.4 Outcome re: Internet banking, Cllr G Smith

06/423.5 To Consider CIL Spending

06/423.6 Expenditure for approval 21 June 18:

Date	Cheque No.	Payee and Description	Amount
21 Jun 18	764	R Mimiene, Clerk wages Jun 18	£184.10
21 Jun 18	765	HMRC: tax deductions from Clerk's Jun 18	£28.60
21 Jun 18	766	R Mimiene, Expenses on running cost of PC Jun 18 (mileage £5.85)	£5.85
21 Jun 18	767	Fergusons Grass cutting in the village May 2018	£1,116.00
		Total:	£1,334.55

06/424 A new General Data Protection Regulation (GDPR) - Personal Data Audit Questionnaire carried. To approve Policy Documents, Consent Forms, Privacy Notice, - *templates circulated to full PC prior to the meeting*

06/424.1 Social Media and Electronic Communication Policy

06/424.2 Information & Data protection Policy

06/424.3 List of documents for Retention or Disposal

06/424.4 Subject Access Request Form

06/424.5 Consent Form

06/424.6 Privacy Notice Staff, Councillors and Role Holders

06/424.7 General Privacy Notice

06/424.8 Data Audit Schedule/ Mapping

06/424.9 Cyber Security Checklist

06/424.10 Security Incident Response Policy

06/425 The Financial Regulations – latest model adopted and approved by PC on 19 Apr 18. It was suggested by the Internal auditor that PC needs to note that the brackets [] should be removed where appropriate.

06/426 Assets – Provision/Maintenance

06/426.1 Grass cutting issues: to consider 3 quotes for grass cutting in the village. To approve the best quote

06/426.2 Monthly Ferriman Road Play Area's Inspection

06/426.3 War Memorial, further update by Cllr G Smith

06/426.4 Outcome re: Chevron boards which were removed in 2017, Thrapston Road junction to the Littlecoats on the bend.

06/426.5 Streetlights

06/426.6 To Monitor School PF access gates

06/427 Highways, footpaths, byways, gritting bin, trees, etc

06/427.1 Off road motorcycles

06/427.2 Re Spaldwick byway - long lane off the high street – gates locked, Clerk reported to CCC, further outcome

06/427.3 Overhanging hedges in the village

06/428 To discuss the state of Village Sign, update by Cllr R Johnson

06/429 To discuss the ownership of the Community Room and the running cost

06/430 Community Highways Volunteering Scheme and Community Flood Group, update from Cllr Harriman

06/431 Good Neighbours Scheme for Spaldwick, Cllr M Robinson

06/432 To further discuss the Defibrillator for Spaldwick

06/433 Village Hall

06/434 Website:

06/434.1 PC website linked with Facebook page, outcome Cllrs S Jackson-Rimmer and J Pope

06/435 Possible training run by CAPALC/seminar – includes GDPR, updates

06/436 Correspondence

06/437 Councillors' questions

Please, note that no decisions can lawfully be made under this item. Business must be specified therefore the Council cannot lawfully raise matters for decision.

06/438 Date of the next meeting: 19 Jul 2018 at 8pm at the Community Room

Signed (Clerk) Ramune Mimiene



Date: 15 Jun 2018