

**To all Councillors** - You are summoned to attend the Meeting of Wilby Parish Council at Wilby Coronation Hall on Wednesday 26<sup>th</sup> September 2018 at 7.30pm. The public and press are welcome to attend

### Agenda

**120.18 To consider accepting apologies for absence**

**121.18 To approve and sign the minutes of the council meeting on 11<sup>th</sup> July 2018.**

**122.18 To record declarations of interest from members in any item to be discussed**

**123.18 To consider dispensation from members in any item to be discussed**

#### Public Forum

- (i) Parishioner's questions or comments
- (ii) District & County Councillors' reports
- (iii) To received the Footpath Warden's report
- (iv) To receive a report from the Tree Warden

**124.18 To receive an update on outstanding actions from last meeting:**

- (i) Lighting in the BT kiosk Cllr Cross
- (ii) Reply to Highways Cllr Lee
- (iii) Council Vacancy

**125.18 To consider new & outstanding planning applications, including consultation responses**

- (i) DC/18/01672 Oak Farm Wilby Green, Discharge of Condition accepted

**126.18 To update on the Neighbourhood Plan**

- (i) To accept the resignation of NHP Co-Ordinator Richard Woolgrove
- (ii) To appoint a new HNP Co-Ordinator

**127.18 To consider and adopt the Memorandum of Understanding between Mid Suffolk District Council & Wilby Parish Council relating to the Neighbourhood Plan.**

**128.18 To review the annual Insurance.**

**129.18 To review & update the Standing Orders.**

**130.18 To review the Financial Regulations.**

**131.18 To review and update the Asset Register.**

**132.18 To review the Clerks contract and salary.**

**133.18 To consider a common email address for councillors and approve the annual fee if required.**

**134.18 To consider appointing new signatories to the bank account.**

**135.18 To consider the correspondence received.**

- (i) Suffolk Police re PCSO's
- (ii) Local Government Boundary Commission
- (iii) Clerk & Councils Direct
- (iv) St Elizabeth Hospice- Open Gardens
- (v) MSDC Gambling Act
- (vi) Email re Parish Map
- (vii) Letter from Post Office re Scam Mail

**136.18 To review the GDPR Risk Assessment.**

**137.18 To adopt the following policies for GDPR:**

- (i) Councillor Privacy Notice
- (ii) Neighbourhood Plan Privacy Notice
- (iii) Information Protection Policy
- (iv) Social Media and Electronic Communication Policy

**138.18 To approve the payment of an additional 5 hours to the clerk due to additional work for GDPR.**

**139.18 To consider the purchase of a Footpath map.**

**140.18 Finance**

Current Account	Bank Balance	£1582.39
Reserve Account	Bank balance	£11312.14

**141.18 To approve the Account Payments**

*Wilby Parish Council*

(i)J Collett	Expenses	£75.79
(ii) Norwich Office Supplies	Filing Cabinet	£60.00
(iii) Community Heartbeat Trust	VETS Set up & Fee	£145.00
(iv)Community Heartbeat Trust	Year 2 Fee	£126.00
(v)Business Services at CAS	Insurance Premium	£189.95
(vi)J Collett	Salary	£xxx.xx
<b>142.18</b>	<b>To approve the Account Receipts</b>	
(i) VAT	Repayment Received 26 <sup>th</sup> July 2018	£57.34
(ii) MSDC	Precept	£2102.50
<b>143.18</b>	<b>To receive updated accounts</b>	
<b>144.18</b>	<b>To receive and discuss items from Parish Councillors</b>	
<b>145.18</b>	<b>To receive items for the next Agenda</b>	
	<ul style="list-style-type: none"><li>• Wilby PC support for Wilby Village Hall</li></ul>	
<b>146.18</b>	<b>Date and time of the next meeting: Wilby Parish Council meeting 7<sup>th</sup> November 2018 7-30pm.</b>	
<b>147.18</b>	<b>Meeting Close</b>	

