

To all Councillors - You are summoned to attend the Meeting of Wilby Parish Council at Wilby Coronation Hall on Wednesday 5<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
- 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 draft 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 the Clerks contract and salary.**
- 132.18 To consider a common email address for councillors and approve the annual fee if required.**
- 133.18 To consider appointing a new signatory to the bank account.**
- 134.18 To consider the correspondence received.**
- (i) Suffolk Police re PCSO's
  - (ii) Local Government Boundary Commission
- 135.18 To review the GDPR Risk Assessment.**
- 136.18 To adopt the following policies for GDPR:**
- (i) Councillor Privacy Notice
  - (ii) Neighbourhood Plan Privacy Notice
  - (iii) Information Protection Policy
  - (iv) Email Contact Privacy Notice
  - (v) Social Media and Electronic Communication Policy
- 137.18 To approve the payment of an additional 5 hours to the clerk due to additional work for GDPR.**
- 138.18 To consider the purchase of a Footpath map.**
- 139.18 Finance**
- |                 |              |          |
|-----------------|--------------|----------|
| Current Account | Bank Balance | £1582.39 |
| Reserve Account | Bank balance | £9209.64 |
- 140.18 To approve the Account Payments**
- |                                 |                   |         |
|---------------------------------|-------------------|---------|
| (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) Community Heartbeat Trust   | Adult Pads        | £45.60  |
| (VI) Business Services at CAS   | Insurance Premium | £189.95 |
- 141.18 To approve the Account Receipts**

<b>(i) VAT</b>	<b>Repayment Received 26<sup>th</sup> July 2018</b>	<b>£57.34</b>
<b>142.18</b>	<b>To receive updated accounts</b>	
<b>143.18</b>	<b>To receive and discuss items from Parish Councillors</b>	
<b>144.18</b>	<b>To receive items for the next Agenda</b>	
<b>145.18</b>	<b>Date and time of the next meeting: Wilby Parish Council meeting 7<sup>th</sup> November 2018 7-30pm.</b>	
<b>146.18</b>	<b>Meeting Close</b>	