

GREAT SHELFORD PARISH COUNCIL

9th May 2018

All members of the Council are hereby summonsed to attend the Annual Meeting of the Parish Council to be held on Wednesday 16th May 2018 in the Sports Pavilion, Woollards Lane, Great Shelford, commencing at 1930hrs for the purposes of resolving and considering the business to be transacted as set out below.

Mike Winter

Clerk to the Council

A G E N D A

1. Chair welcome to all elected Councillors, new and previous.
Councillor's sign and return to Clerk Acceptance of Office document
2. To Elect the Chair of the Parish Council for the year 2018 – 2019
3. To Deliver Chair's Acceptance of Office
4. To Elect the Deputy Chair of the Parish Council for the year 2018 – 2019
5. To Delivery Deputy Chair's Acceptance of Office
6. To Receive apologies for absence.
7. To Receive declarations of interest.
8. Public Session
The meeting will be adjourned for up to 10 minutes when members of the public will be able to ask questions of the Council and put forward points of view in respect of the business on the agenda.
9. To Review Committees and Appoint Chair's, members to the following Committees and Co-Ordinator Officers for the year 2018 – 2019
Committees
 - a. Highways Committee
 - b. Planning Committee
 - c. Recreation and Pavilion Ground Committee
 - d. Cemetery and Allotments Committee
 - e. Finance and General Purposes Committee (Chair, Deputy Chair & Chair's of each Committee)Co-Ordinator Officers
 - a. Playscape
 - b. Neighbourhood Plan
 - c. Parochial Charites
 - d. Police Liaison
 - e. Community Association
 - f. Twinning Association
 - g. Library
 - h. Feast
 - i. Greater Cambridge Partnership
 - j. Scouts & Guides
 - k. Village News
 - l. GSFC Social Club
 - m. Land Acquisition
 - n. Clay Pit
 - o. Data Protection
 - p. Schools
 - q. Church
 - r. Health Centre & Dentist
10. To Receive and adopt Minutes of the Parish Council meeting held on 9th April 2018.
11. To Consider matters arising from meeting of 9th April 2018 (new information only).
12. To Review Annual Parish Meeting 18th April 2018
 - a) Minutes and matters requiring future action. Adoption of minutes at APM April 2019
 - b) Overview of April 2018 event
 - c) Activity planning and considerations for April 2019
13. To Receive reports of Elected and Nominative Representatives
 - a) District Councillor
 - b) County Councillor
14. To Receive reports from Committees and Co-ordinators / Officers
(Previous Year Positions if appropriate)
 - a) Highways Committee
 - b) Planning Committee
 - c) Recreation Ground Committee
 - d) Cemetery and Allotments Committee
 - j) Community Association
 - k) Parochial Charites & Schools
 - l) Twinning Association
 - m) Library

- e) Finance and General Purposes Committee
- f) Neighbourhood Plan
- g) Playscape Liaison Officer
- h) Police Liaison Officer
- i) Social Media Officer

- n) The Greater Cambridge Partnership
- o) Pavilion Manager
- p) Christmas 2018 planning
- q) Feast Liaison
- r) Playing Field Acquisitions

15. To Review a Proposed Policy on Greenbelt and Affordable Housing
16. To Review proposal and APM response to the Potential Memorial Hall redevelopment
17. To Review Parish Council Policies, Standing Orders, Procedures and Insurances for 2018 – 2019
18. To Review Implications of GDPR (General Data Protection Regulation) compliance
19. To Review and Approve the AGAR (Audit and General Accounting Regulations) in the following order
 - a) Annual Governance Statement
 - b) Annual Accounting Statements
 - c) Chair signing of AGAR documents
20. To Review and Approve Financial monthly accounts for payment and Note receipts
 - Period 9th April to 30th April 2018 (Since previous early Parish Council Meeting)
 - Period month to 15th May 2018
21. To Approve increase in Car Park lease charge and review back dated claim
22. To Agree Banking Signatory Councillors for the New Parish Council elected members
23. To Agree appointment of Mr Hugh Holland as Internal Auditor for the year 2018 – 2019
24. To Agree the Parish Council and Planning Committee Meeting dates for 2018 – 2019
25. To Consider Councillor Training requirements for existing and new Councillors
26. To Review new external Correspondence
27. To Consider matters for future agenda consideration
28. Close Parish Council meeting