

# Welbourn Parish Council

*Dear Parish Councillor,*

The next meeting of the Parish Council will be held on **Wednesday 9<sup>th</sup> May 2018 at 7.30 pm** in the Meeting Room of Welbourn Village Hall. There will be a 15-minute public session at the commencement of the meeting when members of the public may ask questions or make short statements to the Council. Members of the public will be welcome to stay for the remainder of the meeting with the exception of any closed sessions, but they may not speak on any matter after the public session is closed unless invited to do so.

*Sarah Brown*

Parish Clerk 04<sup>th</sup> May 2018

## AGENDA

1. Welcome
2. Election of Chairman
3. Public Forum
4. Acceptance of reasons for absence
5. Declaration of interest.
6. Notes of the last meeting held on 11<sup>th</sup> April 2018 to be approved as minutes.
7. Police update.
8. District and County matters.
9. Election of other Officers- To elect the Finance Committee Officers, personnel Committee, Parish Council representatives for the Village Hall Committee and Portfolio holder's positions.
10. Village Hall matters/update  
Decide who will be the Parish Councils representatives on the Village Hall Committee?
11. GDPR compliance (General Data Protection Regulations)
  - a) Update on Data Protection Officer regulations.
  - b) To receive completed Security Compliance Checklists from all councillors.
  - c) To adopt the Privacy Notices - General Privacy Notice and Privacy Notice for staff, councillors and Role Holders.
  - d) To adopt the 'Consent Form' (consent to receiving communications).
  - e) To adopt - Data Breach Policy, Data Protection Policy, Subject Access Request Procedure, Records retention Policy.
  - f) To note that the Parish Council is already registered as a Data Controller with the ICO (Information Commissioners Office).
12. **Planning Application Reference: 18/0242/FUL**  
Proposal: Proposed retention of biomass heating system with revised location, cladding & flue (Resubmission of 17/0982/FUL with Amendments and Additional Information)  
Location: Welbourn Hall Nursing Home, Hall Lane, Welbourn  
**Planning Application Reference: 18/0551/HOUS**  
Proposal: Erection of a sectional garage and alterations to existing access  
Location: 11 Dycote Lane, Welbourn.  
**Planning Application Reference: 18/0322/HOUS**  
Proposal: Erection of Conservatory to rear.  
Location: 31 Hall Orchard Lane, Welbourn
13. Leadenham Landfill Site notice- Do we put it up on our notice board?
14. Clerk's report. Appendix A.
15. Appendix B and C – cheques paid and cheques to be paid.
16. Financial report.
  - a) Sign off the 2017-2018 accounts. Certificate of Exemption & Declaration of Accounts
  - b) Parish Council Insurance Policy Renewal
- 17 **Date for the next meeting and meeting schedule for the coming year:**  
Wednesday 13<sup>th</sup> June 2018 at 7.30pm  
Wednesday 11<sup>th</sup> July 2018 at 7.30 pm  
No meeting August 2018  
Wednesday 12<sup>th</sup> September 2018 at 7.30 pm

# Welbourn Parish Council

Wednesday 10<sup>th</sup> October 2018 at 7.30 pm

Wednesday 14<sup>th</sup> November 2018

No meeting December 2018

Copies to: All Parish Councillors. District Councillors Mrs. M Overton. Mrs. C. Mills. Parish Website