



TATTENHALL & DISTRICT PARISH COUNCIL

Annual (First) Parish Council Meeting
Monday 14th May 2018 at 7.30pm at the Barbour Institute,
Tattenhall

Please note the agenda includes a Part 2 when members of the press and public may be asked to leave the meeting.

1.	Appointment of Chairman 2018-2019	To appoint the Chairman for 2018-2019	
2.	Appointment of Vice-Chairmen 2018-2019	To appoint the Vice-Chairmen for 2018-2019	
3.	Apologies	With Explanations	
4.	Declaration of Interests	Members to declare any interest under the following categories: pecuniary, outside bodies and family, friend or close associate.	
5.	Appointment of Clerk & Responsible Financial Officer	To appoint Clerk and Responsible Financial Officer (RFO) to Tattenhall Parish Council	
6.	Public Participation	When members of the public may comment or raise questions regarding matters affecting the Parish.	
7.	Minutes	To approve the minutes of the Parish Council meeting held 4 th April 2018.	
8.	Annual Report	To agree publication of Annual Report for 2017-2018 including Chairman's Report and meeting dates for 2018-19.	
9.	Appointments & Committees	To make appointments to the following: Housing Officer Finance Committee Planning Committee Other working groups Cheque Signatories (Cllrs. Black, Chapman, Scarratt, Sharp)	
10.	Documents and Policies	To review/amend the following documents: Standing Orders Financial Regulations Code of Conduct Complaints Procedure To note additional policies required.	
11.	General Data Protection Regulations (GDPR)	i) To receive update on GDPR regulations including require actions. ii) To adopt Information and Data Protection Policy and Contact Privacy Notice.	
12.	April Meeting update	To receive updates on the following and agree any future actions: Park Avenue grass verge repairs Progress on Tattenhall Road Bus Shelter & respond to resident's email.	Cllr. Weaver



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13.	Accounts & Payments	i) To receive update on accounts and audit ii) To agree the following payments: Water Plus – Allotments water - £18.02 Water Plus – Glebe Meadow - £10.96 Grants Garden Services – Grounds Maint. - £42.00 Payments and invoices received since publication of agenda Dog Bin for Keysbrook TBC iii) To agree insurance for 2018-2019 iv) To agree quote for tree survey of Spinney v) To agree funding for planters for planters approx. £100 vi) To agree Clerk obtain on-line access to Council accounts and to pursue establishing online payments.	
14.	Payroll	To consider appointing a company to manage payroll and pension provision.	
15.	Planning	i) To note planning applications as listed on the planning register (page 1) including decisions and to consider any applications received since publication of the agenda. ii) To approve planning comments submitted. iii) To receive update on enforcement matters: Fence at Castlefields Sign at TG Builders Merchants	Cllr. Weaver
16.	Community Safety Group	To receive updates on the following and agree any future actions: Operation Shield Chester Road parking restrictions implementation Implementation of new speed limits in the Parish.	Cllr. Weaver
17.	Community Land Trust (CLT)	To receive update on progress of CLT.	Cllr. Spencer
18.	Community Pride Events	To receive report on Community Pride events including the Royal Wedding and Armistice Commemorations.	Cllr. White
19.	Play Area Lease	To note Play Area lease which is for 15 years from 27 September 2016 (27 September 2031)	
	Part 2		
20.	Clerk's Employment	To agree the following: i) Clerk's Contract and Start date (23 rd April 2018) ii) To agree remuneration iii) To agree pension provision	

Signed

Ann Wright 08/05/18

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