

NEWTON ST LOE PARISH COUNCIL

Clerk: Crispin Taylor MILCM

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To: All parish councillors

You are summoned to a meeting of Newton St Loe Parish Council to be held on Thursday 6 July 2017 at 7 p.m. in Newton St Loe Village Hall BA2 9BT

The meeting is open to the public

Crispin Taylor
Clerk to Newton St Loe Parish Council

30 June 2017

AGENDA

MATTERS FOR DECISION

- 1. To receive apologies for absence and to approve reasons for absence where appropriate**
- 2. To receive councillors' declarations of interests and to consider any written applications for dispensations**

PUBLIC PARTICIPATION

- 3. To receive and hear any person who wishes to address the Council**

Maximum 3 minutes per person

MATTERS FOR DECISION

- 4. To confirm the Minutes of the Annual Meeting of the Parish Council held on 18 May 2017**

5. To approve invoices and staff costs for payment and to note receipts

Invoices and staff costs

- Registration of new lease at Land Registry (see below): £40
- Crispin Taylor (Clerk), total staff costs for June and July 2017: £353.72

Receipts

- VAT refund £409.91

6. Further to consider action to be taken to discourage on-street parking in the village

7. To consider setting up a new website, to be hosted by a third-party provider and including a Content Management System

The current arrangements do not enable the Council to comply with its duties under the Transparency Code for Smaller Authorities or the Freedom of Information Act 2000. These duties require the website to have a Content Management System under which an authorised user can post as and when necessary. It should be possible for the full cost of setting up a website to be met by a grant from the Transparency Fund.

8. To authorise the execution of a new lease of the Recreation Ground

The new lease will be for a term of 20 years as from 25 March 2017. The only change of substance from the previous lease is an increased rent of £120 per annum (previous lease: £60 per annum). There are provisions for a rent review after 5, 10 and 15 years.

There will be a cost of £40 to register the lease at the Land Registry.

9. To consider registering the Parish Council as a 'data controller' under the Data Protection Act 1998

The Act requires any organisation which handles 'personal data' such as names or email addresses electronically to register. Cost £35 per annum.

10. To consider comments on planning applications

MATTERS FOR INFORMATION

11 To receive an income and expenditure report

12. To receive an update on maintenance issues

Potholes and state of road: Pennsylvania Farm/Lane

13. To receive a report from District Councillor David Veale

14. Future agenda items

- Co-option onto the Parish Council
- Other future agenda items

MATTERS FOR DECISION

(The public are likely to be excluded for this item)

15. To consider a quote for maintenance of the recreation Ground from 1 April 2017 to 31 March 2018

The Clerk will report

Members are reminded that the Council has a duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, age, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety and Human rights.

The Parish Council meeting will conclude within two hours to comply with Standing Orders. Items will be held over to the next meeting.