

To: The Members of Shirley Parish Council

You are summoned to the Annual General Meeting of Shirley Parish Council, followed by an Ordinary Meeting, to be held in the Community Space at St Michael's Church, Church Lane, Shirley, Ashbourne DE6 3AS on Monday 21st May 2018 at 7.30pm.

Sian Bacon
Parish Clerk

15th May 2018

Annual General Meeting Agenda

- 18/16 Apologies for absence
- 18/17 Report from the Chair for the year ended 31st March 2018
- 18/18 Election of Officers

Ordinary Meeting Agenda

- 18/19 Apologies for absence
- 18/20 Public participation
- 18/21 Declarations of Member's interests
- 18/22 Approval of Minutes of 12th March 2018
- 18/23 Matters Arising
- 18/24 General & Burial Accounts for the year ending 31 March 2018 to be circulated for approval
- 18/25 Annual Audit
 - a) proposal to approve the Annual Governance Statement 2017/18
 - b) proposal to approve the Accounting Statement 2017/18
 - c) the internal audit report to be presented by the Clerk/RFO
- 18/26 To remove items from the Fixed Assets Register
- 18/27 General Data Protection Regulations Compliance
 - a) To adopt Shirley Parish Council's Data Map
 - b) To adopt the Data Protection Policy, Subject Access Request Procedure, Data Breach Policy and Records Retention Policy.
 - c) To receive completed Security Compliance Checklists from all Councillors
 - d) To adopt the Privacy Notices
 - e) To resolve that the Council registers with the ICO and pays the relevant Data Protection Fee
- 18/28 Authorise payments
 - I. J.S. Marriott & Co – Internal Audit Fee - £125
 - II. Retrospective Payment to TDP Limited- Bench - £310.20
 - III. Retrospective Payment to P.C.C. Shirley – Rent for Community Space Jan-March 2018 - £500
 - IV. Eon – Electricity for Telephone Box Defibrillator - £39.14
 - V. BHIB Ltd – Parish Council Insurance - £157.29

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- VI. Shirley Sports & Social Association – s137 Grant - £250
- VII. Information Commissioner's Office – Registration as required by GDPR 2018 - £40

18/29 Parish Clerk's Report of Ongoing Matters

18/30 Shirley Sports & Social Association Committee Update

18/31 Pot holes

18/32 Planning (*If any*)

18/33 Neighbourhood Watch Update

18/34 Churchyard Maintenance

18/35 Date of next meeting Monday 10th September 2018 ordinary meeting at 1930hrs