**

Thursday 31st May 2018

Notice of Meeting

**Notice Pursuant to Paragraph 10 (2) (b) Schedule 12 Local Government Act 1972**

In accordance with the above provisions notice is hereby given that the **Council Meeting** of the **Parish Council** will be held in the **Parish Rooms, Burnside Grove, Tollerton** on **Wednesday** **06 June 2018.** The meeting will commence at **7.00pm.** The formal agenda for the meeting is enclosed with this notice.

In the interests of transparency, the council asks that any person who wishes to record the meetings proceedings inform the Chairman prior to the meeting and that the recording equipment is in view. There is an Open Session on the Agenda at which time members of the public are invited to raise any matters pertaining to the work of the council, limited to fifteen minutes, during which the Standing Orders will be suspended.

Executive Officer and Clerk to the Council

**Agenda**

1. Apologies for Absence
2. Declarations of Interest
3. Chairman’s announcements
4. Minutes of the Annual Council meeting held on 2 May 2018 and the Council meeting on 2 May 2018 for approval
5. Report on Matters and Actions arising from the Minutes
6. Open Session for Members of the Public to Raise Matters of Council Business. Limited to 15 Minutes.
7. Rural Characteristics
8. Planning Applications: to consider planning applications received by the Council
9. Recent Rushcliffe Borough Council Decisions: to report planning decisions
10. Tollerton Neighbourhood Development Plan: to agree actions to further the development of a neighbourhood plan
11. Rushcliffe Borough Council Local Plan Part 2- Consultation - to review draft plan and agree feedback as appropriate
12. Data Protection Requirements
13. To adopt the Data Map
14. To adopt the Data Protection Policy, Subject Access Request Procedure, Data Breach Policy and Records Retention Policy
15. To adopt the Privacy notices
16. To receive completed Security Compliance Checklists from all Councillors
17. Finance & Assets – to consider and agree matters regarding:
18. Audit and Annual Governance and Accountability Return:
    * 1. review of effectiveness of systems of internal control (including report of the internal auditor)
      2. consider and approve Annual Governance Statement
      3. consider and approve the Annual Accounting Statement
      4. consider and agree arrangements for the exercise of public rights (11 June - 20 July)
      5. submission of the Annual Governance and Accountability Return for External Audit before 11 June.
19. Monthly statement of expenditure
20. Purchase and maintenance of IT equipment
21. Maintenance of buildings and assets
22. Flat renovations and maintenance – letting of flat 42
23. Grant aid policy and applications
24. Sponsorship- to consider the offer of sponsorship for planting from Swinglers
25. Community Facilities– to consider and agree matters regarding:
26. Open Space - improvements
27. Parish Rooms – Review of Parish Rooms and fees and charges
28. Fish and Chip van in Tollerton - permissions and regulatory framework
29. Village Life– to consider and agree matters regarding:
30. Action to further implementation of village identity policy and the parish plan
31. Reports – to consider reports from:
    1. Councillors
    2. Outside Organisations
    3. Tollerton Community Trust
32. Date of Next Meeting: **Wednesday 4 July 2018**

*Executive Officer and Clerk to the Council*

|  |
| --- |
|  |
|  |
|  |

**

Thursday 31st May 2018

Notice of Meeting

**Notice Pursuant to Paragraph 10 (2) (b) Schedule 12 Local Government Act 1972**

In accordance with the above provisions notice is hereby given that a Council Meeting of the **Parish Council acting as the sole trustee of the Tollerton Community Trust** will be held in the Parish Rooms, Burnside Grove, Tollerton on Wednesday 06 June 2018.

**The meeting will commence at the conclusion of the annual meeting of the Council** and no later than 9.30pm. The formal agenda and accompanying notes for the meeting are enclosed with this summons

In the interests of transparency, the council asks that any person who wishes to record the meetings proceedings inform the Chairman prior to the meeting and that the recording equipment is in view. There is an Open Session on the Agenda at which time members of the public are invited to raise any matters pertaining to the work of the council, limited to fifteen minutes, during which the Standing Orders will be suspended.

Executive Officer and Clerk to the Council

**Agenda**

1. Apologies for Absence
2. Declarations of Interest
3. Review of the Community Trust: to consider and agree changes to the Trust Aims and Deed
4. Date of Next Meeting of the Parish Council: **Wednesday 5 September 2018**

*Executive Officer and Clerk to the Council*