



NAVENBY

At the Heart of
the Lincolnshire
Cliffe Villages

The Venue, Grantham Road, Navenby, Lincoln LN5 0JJ

Navenby@n-kesteven.gov.uk

Chairman: K E Gunning

Clerk: Kirsty Elson

Tel: 01522 811132

I hereby summon you to the ANNUAL GENERAL MEETING of Navenby Parish Council, to be held in the Village Office, The Venue, Grantham Road, on **Tuesday 1st May 2018, at 7pm.**

AGENDA

1. Chairman's Welcoming Remarks.
2. Election of Chairman – Sign declaration of acceptance.
3. To appoint a Vice-Chairman.
4. Election of the Responsible Financial Officer.
5. Election of representatives for the following committees/portfolios:
 - a. Schools House Trust
 - b. Navenby Towns Farm Trust
 - c. Hospital Car Scheme
 - d. Cliff Cluster Group.
 - e. Finance
 - f. Cemetery
 - g. Street Lighting
 - h. Highways
 - i. Planning
 - j. Play Areas
 - k. Defibrillators
 - l. Youth Club
 - m. Library
 - n. Allotments
 - o. Website/I.T.
6. Apologies for absence and declarations of interest in accordance with the requirements of the Localism Act 2011. Consider any applications for dispensations in relation to disclosable pecuniary and/or prejudicial beneficial interests.
7. To consider and sign the minutes from the previous Parish Council meeting, held on Tuesday 3rd April 2018.
8. To consider the financial report and authorise payments, (Appendix A).
9. To consider the Clerk's Report, (Appendix B).
10. To consider updates from District/County Councillors
11. To consider updates from local Police



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12. To consider Planning Applications (Appendix C)
13. To consider correspondence (Appendix D)
14. Matters arising from the Annual Parish Meeting.
15. To discuss the use of the Parish Office by other groups/organisations.
16. To discuss the provision of first aid kits.
17. To resolve whether to adopt the following draft policies/procedures and to discuss the progress of implementing the GDPR:
 - Privacy Notice - Staff, councillors
 - Consent Form
 - Subject Access Request Procedure
 - Data Protection Policy
 - Records Retention Policy
 - Data Breach Policy
18. To resolve which cross shredder to buy, (given in appendix e) to comply with the GDPR.
19. To resolve whether to place a new litter bin in North Lane playing field.
20. To discuss the meeting with Lindum and to resolve whether to adopt the new open space.

PARISH CLERK _____