

DRAUGHTON PARISH COUNCIL

NOTICE OF THE NEXT MEETING OF THE COUNCIL TO BE HELD ON THURSDAY 14 JUNE 2018 IN THE VILLAGE HALL AT 7.00PM

A G E N D A

1. **Apologies** – to receive apologies and consider reasons for absence
2. **Disclosure of interests** – to receive any declarations of interests not already recorded in the Members’ Register of Interests, to note any interests relevant to the business of the meeting, and, if required, to receive and consider applications (if any) for dispensation pursuant to the Council’s Code of Conduct to take part in the meeting for the business in question
3. **Minutes** – to confirm the Minutes of the Meeting held on 17 May as a true and correct record (*attached*)
4. **Matters arising** – to receive the Clerk’s report for information and to decide further action where necessary on the following ongoing issues:
 - (i) *History Society Visit – to receive an update on arrangements, and note expenditure authorised urgently for the costs of leaflet printing*
 - (ii) *Traffic safety – to receive a report from the Clerk*
 - (iii) *Gritting – to receive a report from Cllr Neale*
 - (iv) *Verge cutting – to note expenditure to date on verge cutting equipment, following receipt of grant funding for the Draughton Vergers community resilience project*
 - (v) *GDPR – to receive an update from the Clerk*
5. **Planning** – to note planning decisions, consider the following planning matter, and decide any action as necessary:

Land at top of village – housing development (Ref 2018/18883/FUL)

Note: Any additional planning applications received after publication of the agenda but at least 3 clear days before the meeting will be sent out to follow for consideration at the meeting
6. **Policies and Procedures** – to receive further draft data protection policies:
 - Subject Access Reporting
 - Document Retention and Disposal
 - Security Incident Reporting

*Clerk to the Parish Council: Mrs Jane Markham
The Pines, Draughton, Skipton, BD23 6DU
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and to consider the adoption of revised model Standing Orders
(Copies of draft documents attached)

7. **Internal Audit** - to appoint the Internal Auditor 2018/19

8. **Other Financial Matters** –

To note payments made (as authorised) in the month, and to approve the month's accounts for payment:

(i) *Clerk's salary – quarter April-June*

(ii) *Clerk's expenses – website McAfee renewal and stationery - £74.99*

(iii) *Craven Stationery – printing of leaflet - £5*

(iv) *Village Hall 3 meetings April-June - £30*

(v) *E&M Services – 1x cuts of green - £40*

9. **Consultations and Correspondence**– to note e-newsletters circulated for information, and to consider correspondence received, and decide action where necessary on the following matters:

(i) *NYCC Area Constituency Committee – to note the establishment of constituency committees in place of area committees*

(ii) *YLCA training courses – to discuss upcoming YLCA training courses and determine attendance, as appropriate*

(iii) *YLCA Craven Branch Meeting – to note the date of the next meeting – 20 June 7pm Linton*

10. **Date of next meeting** – to confirm the date

Members of the Council are hereby summoned to attend the meeting. The Press and Public are invited to attend, but the Public are reminded that they are permitted to take part in any discussions only at the discretion of the Chairman of the Meeting.

Councillors and Local Electors wishing to have any issues raised at the meeting are asked to notify the Clerk (preferably in writing) one week before the meeting. At the discretion of the Chairman of the Meeting, any such issues will be included on the Agenda.

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