

# Four Marks Parish Council

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Wednesday 11<sup>th</sup> April 2018

Dear Councillor

Please note that you are hereby summoned to attend a meeting of the **Full Council** to be held at Four Marks Village Hall on Wednesday 18<sup>th</sup> April 2018 at 7.30pm.

Yours sincerely

*Sarah Goudie*

**Ms Sarah Goudie, Clerk/RFO**

## A G E N D A

### 1. OPEN SESSION

Members of the public are invited to speak on any topic that is or could be directly related to Council business.

**At the conclusion of the Open Session the formal meeting of the Council will commence**

***Please note the public are then no longer permitted to participate further in the meeting.***

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### 2. APOLOGIES AND APPROVAL OF ABSENCES

### 3. DECLARATIONS OF INTEREST

Councillors are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. You must withdraw from the room when the meeting discusses and votes on the matter.

### 4. COUNCIL MINUTES

- To approve and sign the minutes of the Full Council held on Wednesday 21<sup>st</sup> March 2018 (***Minutes attached***)
- To report any matters arising from those Minutes that are not itemised on the Agenda

### 5. COMMITTEE MINUTES

To **receive** the minutes of the following committees and **consider any recommendations** contained therein, not itemised on the Agenda:

- 5.1 Planning Committee held on Wednesday 4<sup>th</sup> April 2018, (***Minutes attached***)
- 5.2 Open Space Committee held Wednesday 4<sup>th</sup> April 2018, (***Minutes attached***)
- 5.3 Finance & General Purposes Committee held Wednesday 28<sup>th</sup> March (***Minutes attached***)
  - 5.3.1 For adoption; Data Retention Policy, (***to follow***)
  - 5.3.2 For adoption; Data Protection Policy, (***to follow***)
  - 5.3.3 For adoption; Privacy Notice, (***to follow***)

### 6. CHAIRMAN'S REPORT

To receive a report from the Chairman

### 7. DISTRICT COUNCILLORS' REPORT

To receive a report from the Ward Councillors

**8. RESPONSIBLE FINANCIAL OFFICER'S REPORT**

- 8.1 To receive and approve the list of payments made in March 2018, bank reconciliation and trial balance as at 31<sup>st</sup> March 2018 **(to follow)**
- 8.2 To approve draft year end accounts for audit **(to follow)**
- 8.3 To receive and approve April 2018 payments to date in principle **(to follow)**

**9. COUNCIL REPRESENTATIVES' REPORTS:**

To receive reports from Council representatives, as applicable.

**10. COUNCIL MATTERS FOR APPROVAL**

- Grant Request, Home Start Wey Water **(details attached)**
- HALC membership document **(details attached)**
- Proposal to change of next Full Council meeting date to 23<sup>rd</sup> May 2018

**11. ESSO PIPELINE**

**12. GDPR**

**13. CORRESPONDENCE ITEMS**

To acknowledge correspondence items **(attached)**, and any action arising.

**14. NEXT MEETING:**

ANNUAL FIRST MEETING OF THE PARISH COUNCIL

Wednesday 16<sup>th</sup> May 2018, 7.30pm, Four Marks Village Hall - TBC