

WHESSOE PARISH COUNCIL

Notice is hereby given that a meeting of WHESSOE PARISH COUNCIL will be held on **MONDAY 3RD SEPTEMBER 2018 at 7:00PM** in WHESSOE PARISH HALL for the purpose of transacting the business listed in the agenda below.

AGENDA

Item	Subject	Owner	Time
1	Introductions <ul style="list-style-type: none"> • Apologies for absence • Declarations of interest 	SG	5 mins
2	Minutes of meeting held on 23 rd July 2018 (attached) <ul style="list-style-type: none"> • Agree minutes as an accurate record • Update on action points 	All Clerk	15 mins
3	Parish Councillor vacancies <ul style="list-style-type: none"> • Update on notice of vacancy 	Clerk	5 mins
4	Finance <ul style="list-style-type: none"> • Financial Statement (attached) • Budget Statement (attached) • Bank Reconciliation 	Clerk	15 mins
5	Planning <ul style="list-style-type: none"> • Log of current planning applications (attached) 	Clerk	5 mins
6	General Data Protection Regulations <ul style="list-style-type: none"> • Update • Document Retention Policy (attached) 	Clerk	5 mins
7	Correspondence	Clerk	5 mins
8	Council Matters <ul style="list-style-type: none"> • Standing Order amendments • To agree to investigate a change of name to the council • Signing of Protocol for WPC working together (papers circulated to parish councillors 26 May and 30 July) • Risk Registers (attached) 	Clerk SG All	10 mins
9	Forward and Backward Look <ul style="list-style-type: none"> • Feedback from meetings • Future Events (attached) 	All Clerk	10 mins
10	Marketing and Social Media <ul style="list-style-type: none"> • Newsletter (to follow) • Parish Councillor profiles • Draft social media guidance 	Clerk	10 mins
11	Whessoe Parish Hall <ul style="list-style-type: none"> • Update on separation of hall management from Parish Council • Maintenance Programme (to follow) • Key Control Policy (to follow) • Contracts • Hall Bookings 	Clerk	25 mins

12	Date of future meetings <ul style="list-style-type: none">• 19 November 2018 – budget and precept meeting• 28 January 2019• 25 March 2019• 20 May 2019 – Annual Meeting		
----	--	--	--

CONTACT

Name: Bill Goldfinch – Parish Clerk

Mobile: 07818 427740

E-mail: whessoeparishclerk@gmail.com