

Ditchingham Parish Council

To members of the Council and to invite members of the public

You are hereby summoned by the Clerk to attend the next Meeting of:

Ditchingham Parish Council
Monday 16th July 2018 at 7.30pm
Ditchingham Village Hall

A. Parishioners' Matters of Concern

Parishioners are invited to address the Council until 7:55pm to express their views or opinions on any matter **listed on the Agenda for the forthcoming meeting**.

When there is no further business to discuss, at the discretion of the Chair, Parishioners' Matters of Concern will be concluded and the meeting proper commenced.

*Any matter **not listed on the Agenda for the forthcoming meeting** that a member of the public wishes to discuss will be progressed to the extent time permits. Where a Council decision is required this will be considered for inclusion on the Agenda of the next meeting; or for referral to the appropriate Council sub-committee.*

B. External Reports from

- i. County Councillor
- ii. District Councillor

AGENDA

Items on the Agenda will be time limited and meetings should not exceed two hours. The public are reminded they are only permitted to speak at the discretion of the Chair.

Lead

1. To consider Apologies for Absence

Chair

2. Declaration of Interests and Consider Requests for Dispensation

Clerk

3. To Confirm the Minutes of the meetings held on 21st May 2018

This item for the purpose of confirming accuracy and completeness only. The Chair will sign the minutes at the end of the meeting.

Chair

4. Matters Arising

a) Matters Arising

From the minutes not on the agenda, nor included in committee reports.

- i) SAM2 – update
- ii) Yard Sale - update
- iii) Hollow Hill footpath posts
- iv) WW1 Beacons of Light

Chair

b) To Do List

Attend to a list of outstanding items that have previously been noted as requiring the Council's action.

Clerk

5. Co-option to fill Casual Vacancies

To consider co-option of parishioner(s) who have offered themselves for co-option.

Chair

6. Finance

RFO

- a) To receive the RFO's Finance Report and Approve Cheques
- b) To receive the Budget Report 2018/19

7. To receive a report from the Planning & Highways Committee

AL

- a) Planning Applications/Decisions

8. To receive Internal reports from Committees (if required)

Chairs

- a) Chair's Report
- b) Planning & Highways

Ditchingham Parish Council

- i) Hastoe Housing Affordable Homes – update
- ii) Bus Stop outside 1 Hollow Hill Road
- c) Community
 - i) The Dip and Play Area Repairs
- d) Finance & Resources

9. To Approve the General Data Protection Regulations (GDPR) Policies & Documents

- a) Data Information Audit Policy
- b) Data Protection Privacy Policy
- c) Staff, Councillors' and Role Holders Privacy Notice
- d) GDPR Awareness Checklist for Councillors'
- e) Allotment Tenants Privacy Notice Consent Form
- f) Purchase of Exclusive Rights of Burial Privacy Notice Consent Form

Clerk

10. Consider Issues not decided by Committees

- a) The Maltings Amenity Area – update
- b) Councillor Training
- c) Chicken Roundabout Sculpture - update
- d) Wildflower Planting - update

AL
Chair
Clerk
Clerk

11. To Notice Correspondence received

- a) Green Lane – Parishioner's email re condition

Chair

12. Urgent Other Business

The Council may not make decisions on these items.

Chair

13. To receive items for the Next Agenda

Chair

14. To confirm the Date of the Next Meetings

- 17th September 2018 at 7.30pm
- 19th November 2018 at 7.30pm
- 21st January 2019 at 7.30pm
- 18th March 2019 at 7.30pm
- 20th May 2019 at 7.30pm – APM & AGM
- 22nd July 2019 at 7.30pm

Chair

Planning Meetings arranged as required

S. Chapman

Sally Chapman

Clerk to Ditchingham Parish Council

Date: 10th July 2018