

# WOOLSTHORPE PARISH COUNCIL

Chairman: Mr T Packer


Clerk: Mrs E Wilson  
Tel. 07512 543244

30<sup>th</sup> May 2018

Email: [woolsthorpepc@gmail.com](mailto:woolsthorpepc@gmail.com)

Dear Councillor

You are hereby requested to attend the **Annual Meeting of the Parish Council on Monday 4<sup>th</sup> June 2018; 7-15 p.m.** at Woolsthorpe Social Club.

Signed  E Wilson; Parish Clerk & RFO

## AGENDA

1. **Chairman's Welcome Remarks**
2. **Election of Chairman and declaration of acceptance of office**
3. **Election of Vice Chairman and declaration of acceptance of office**
4. **Apologies for absence**
5. **Disclosure of interest in agenda items**
6. **To approve Minutes of meeting held on the 30<sup>th</sup> April 2018**
7. **GDPR Compliance - General Data Protection Regulation, effective 25th May 2018**
  - a. Data Map
  - b. Domain & Emails update-Clerk
  - c. GDPR Cllr Security Compliance Checklist
  - d. To adopt Data Breach Policy
  - e. To adopt The Data Protection Policy
  - f. To adopt Records Retention Policy
  - g. To adopt Subject Access Request Procedure
  - h. Data Protection Fee for Registration ICO
  - i. Data Protection Officer (DPO)
  - j. To adopt WPC Privacy Notices
8. **Cobleas Land contract** Update Cllr Packer if available
9. **Speed sign post update** Update Cllr Bradshaw
10. **'A Thank You to ex-councillors' dates** - Cllr Barber
11. **Unnecessary Parking Main Street-feedback** - Cllr Packer
12. **Road Crossing at new development-feedback** - Clerk
13. **Clerks Report**
  - a. **Finance & 2017/18 Year End**
    - i. **Certificate of Exemption**

– To be considered and signed to confirm. **Woolsthorpe by Belvoir Parish Council** is a smaller authority where the higher of gross annual income or gross annual expenditure does not exceed £25,000 and meet the qualifying criteria as set out in the Certificate of Exemption.  
Confirmation that **Woolsthorpe by Belvoir Parish Council** is exempt from sending the completed Annual Governance and Accountability Return to the external auditor. These documents must still be completed and published on the parish council website.
    - ii, **2017/18 Accounts summary** – Discussion and any questions
  - b. **Community Cleaning Equipment**
  - c. **Litter Bin from SKDC, for Sedgebrook Road**

- 14. Pot holes**
- 15. Playground Update** - Cllr Barber
- 16. Correspondence**
  - a. Fly the Red Ensign – Hard copy mail
  - b. Grantham Barrowby Ward Road Repairs
  - c. Running water on highway
  - d. Community Speed Watch Update
- 17. Planning** Nil
- 18. Accounts for payment**
  - a. Room Hire £10.00
  - b. Clerks Salary & Expenses April 2018 TBC
  - c. Community Lincs Insurance £443.34
- 19. Items for next month's agenda**