

H C P C

For And On Behalf Of
Hill Croome Parish Council
Clerk - Michael Brooks
Vine Cottage Baughton Earls Croome WR8 9DQ

To Members of Hill Croome Parish Council

You are duly summoned/required to attend an extraordinary meeting of Hill Croome Parish Council to be held at Earls Croome Village Hall on Monday 9th April 2018 at 7.30pm.

AGENDA

1. **Apologies:** to receive apologies and to approve reasons for absence
2. **Declarations of Interest:**
 - a) Register of Interests: Councillors are reminded of the need to update their register of interests
 - b) To declare any Disposable Pecuniary Interest in the items on the agenda and their nature
 - c) To declare any other Disclosable Interests in items on the agenda and their nature
 - d) Written requests for the Council to grant dispensation (s33 of the Localism Act 2011) are to be with the Clerk at least four clear days prior to a meeting.

Councillors who have declared a Disclosable Pecuniary Interest, or any other Disclosable Interest which falls within the terms of paragraph 12(4)(b) of the Code of Conduct, must leave the room for the relevant items.

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The meeting will be adjourned for Public Question time

The time allocated is to be determined by the council/chairman. Residents are invited to give their views and question the parish council on issues on the agenda, or raise issues for future consideration at the discretion of the chairman. Members of the public shall not take part in the parish council meeting itself. This period is not part of the formal meeting and brief notes shall be appended to the minutes as an aide memoire.

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3. **Minutes:** To consider the approval of the minutes of the last meeting of the Council – 30th January 2018 – (copy attached for Councillors)
4. **Long Service Presentation** – discuss and implement proposal to recognise the long service of Councillor K Smith – (30 yrs)
5. **Data Protection Regulations** – implications for our Council - record keeping, emails, filing, etc. To discuss the NALC action plan to progress the path to compliance and to consider the cost of employing a Data Protection Officer including the impact upon the annual budget forecast.
6. **Clerk's Expenses** – To consider the clerk's annual expenses in consideration of running a 'home office' for 2018/2019 and to amend the annual budget forecast where appropriate.
7. **Progress reports:** for information only
 1. **Highways**
 2. **Purchase of scanner for Transparency Regulations**
 3. **Dog Waste Bin**
8. **PLANNING** – current applications, for information only
9. **FINANCE** – a) to receive details of receipts and payments since last meeting
b) to receive full Bank reconciliation
c) Annual return to be agreed and signed off (subject to completion)

Chairman - Phillippe Smith Vice Chairman – Michael Brooks
Clerk - Michael Brooks

Contact Details: email - hillcroomepc@btinternet.com Telephone: 01684 594471

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10. **Village Green Project** – update of latest information on the scheme.
11. **Training for Councillors/Clerk:** To remind councillors of the availability of training from CALC to further their understanding and involvement in the requirements of the Parish Council.
12. **District and County Councillors Reports:** for information – items raised for decision to appear on agenda for next meeting
13. **Correspondence for Information:**
14. **Councillors reports and items for future agenda:**
15. **Date of next meeting:** Tuesday 8th May 2018 - Annual Parish Meeting at 18:30hrs followed by Parish Council Annual Meeting at 19:30hrs.

Signed: **M. Brooks**
Clerk to Hill Croome Parish Council

Chairman - Phillippe Smith Vice Chairman – Michael Brooks
Clerk - Michael Brooks

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