

# **THE PARISH COUNCIL OF BEADNELL**

Web Site - [www.beadnellparishcouncil.co.uk](http://www.beadnellparishcouncil.co.uk)

**Summons of all Parish Councillors to attend the Annual Meeting to be held on Wednesday 23<sup>rd</sup> May 2018, in W.I. Hall Beadnell, commencing at 6.05 P.M. or on the rising of the Annual Parish meeting.**

- All plans can be viewed on <http://publicaccess.northumberland.gov.uk/online-applications>
- Plans will be available for inspection from 5.30pm

## **PUBLIC QUESTION TIME**

The Chairman to invite members of the public present, to put questions to, or draw relevant matters to the attention of, the Council, prior to commencement of business. This is for a period of 15 minutes overall and is limited to 3 minutes per person

## **AGENDA**

### **1 Election of Chairman for 2018/19**

- To elect the Chairman for the forthcoming year
- The Chairman to sign the Declaration of Acceptance

### **2 Election of Vice- Chairman for 2018/19**

- To elect the Vice-Chairman for the forthcoming year

### **3 Chairman's Annual Report**

- Chairman to present the annual report for 2017/18

### **4 Apologies for Absence –**

### **5 Declaration of Interest**

Unless already entered in the Council's Register of Members' interests, members are required to disclose any personal interest, (which includes any disclosable pecuniary interest), they may have in any of the items included on the agenda for the meeting in accordance with the Code of Conduct adopted by the Council, and are reminded that if they have any personal interests of a prejudicial nature they must not participate in discussions or vote on the matter and must leave the room.

## **6. Request for Dispensation**

- (i) To receive from members who have a Disclosable Pecuniary Interest in any items on the agenda an application for dispensation under section 33 of the Localism Act 2011 to enable members to participate in discussions and voting.
- (ii) To consider requests for dispensation.

## **7. To sign as a correct record: The Minutes of the Meeting held on Wednesday 28<sup>th</sup> March 2018.**

## **8. Matters from the minutes of the last meeting arising unless otherwise on the agenda**

- Parish Councillors to receive any updates on actions since the previous meeting.

## **9. Community Police-** To receive any updates from the local Police Officer

## **10. County Councillor G Renner-Thompson-** To receive the County Councillor report

## **11. Annual Governance and Accountability Return for 2017/2018**

- 11.1 To consider and agree any actions arising from the report of the internal auditor (copy attached)
- 11.2 To approve the Annual Governance Statement (draft copy attached)
- 11.3 To approve the draft annual accounts for 2017/2018 (draft copy attached)
- 11.4 To approve the Accounting Statement and Explanation of Variances (draft copies attached)
- 11.5 To confirm and approve the Certification of Exemption (draft copy attached)

## **12. Planning Applications**

To consider the Parish Council's response to the following applications:

18/01426/FUL- Proposed garage conversion and single storey rear extension – 15 Swinhoe Road Beadnell NE67 5AG  
Applicant: Ms. Sarah Jones

18/01326/CCD – Proposed new building to be constructed on the over spill area of the car park to include a coastal activities base, café and public access WC, external showering and changing facilities. The proposal also includes for redesign of the existing car park, forming of new entrances and marking of the over spill car park area. Public Car Park, Benthall, Beadnell, Northumberland NE67 5BQ  
Applicant Ms. Sara Whitaker

### **Previous Applications- Approvals**

18/00150/FUL- Replacement of existing septic tank with new package treatment plant and control kiosk, with associated drainage and new outfall to a watercourse-



• HMRC	£ 112.60	Paye
• W I Hall	£ 33.00	Hire of Hall
• I Hunter	£ 62.05	Office expenses
• Stableyards Landscapes	£ 315.00	Grass Cutting

### Receipts

• BCV	£ 110.00	Testing Christmas lights
• NCC	£5534.00	Precept
• NCC	£ 128.00	Double charge payment

### 14. Annual Insurance premium

- To consider quotes received for the Parish Council's Insurance for 2018/19

### 15. Playground

- To receive any updates regarding the transfer of the freehold for the playground
- To consider any issues raised in the annual inspection report.
- To agree the preparation of a list minor repairs to be placed on the noticeboard and ask for volunteers' assistance.

### 16. Correspondence

- NALC- Local Councils Review
- NCC-Information on LOVE Northumberland awards
- NCC- Gathering
- Clerks & Councils Direct- Newsletter

### 17. Policy Review

- Annual Review of Standing Orders

### 18. Data Protection

- To adopt the following previously circulated policies and forms supplied by National Association of Local Councils
  - The role of Data Protection Officers.
  - DPIA Assessment Checklist.
  - Subject access policy and template response letters.
  - Privacy Policy Checklist.
  - Checklist of what to include in a security incident response policy.
  - Cybersecurity checklist.
  - Council's internal register of processing activities.
- To ratify the payment of the Data Protection fee
- To give delegated authority to the Chairman and Clerk to work through the previously circulated

- Personal Data Audit Questionnaire
- Action Plan.

**19. Highways**

- To receive an update on the parking restrictions for Beadnell

**20. Parish Council dates for 2018/19**

- To approve the previously circulated draft dates for 2018/19 Parish Council Meetings.

**21. Any Urgent Business**

**22. Date of the next Parish Council Meeting 25<sup>th</sup> July 2018**

(Sgnd). Isabel Hunter Clerk to Beadnell Parish Council.