



Parish Clerk: Arin Spencer
C/o The Croft, Kempley, Dymock, GL18 2BU
Tel: 07484 619582 / Email: kempleyparishclerk@gmail.com
Website: www.kempleyparishcouncil.org

Dear Member,

NOTICE IS HEREBY GIVEN that an **Ordinary Meeting of Kempley Parish Council** will be held in the **Village Hall on Tuesday 07th August, 2018 at 7:30pm.** All members are summoned to attend. The business to be transacted is set out in the agenda, which is detailed below.

AGENDA

1. Apologies

2. Minutes

To confirm the minutes of the extraordinary meeting held on 19th July 2018.

3. Declarations of Interest

- 3.1. Registerable Declarations of Interests – Members must declare an interest, which has been declared on their Register of Financial Interests Form, relevant to the agenda.
- 3.2. Non-registerable interest – Members must declare non-registerable interests at the start of the meeting or whenever the interest becomes apparent.
- 3.3. Declaration of Gifts – Members are reminded they must declare any gift or hospitality with a value in excess of fifty pounds.
- 3.4. Dispensations – Members to consider any requests for dispensations.

4. Annual Audit

- 4.1. To approve the Annual Governance Statement for 2017/18
- 4.2. To approve the Accounting Statements for 2017/18

5. Clerks Report and Finances

6. Matters Arising

- 6.1. Status of Beauchamps Villas Hedge Dispute
- 6.2. Village Hall ownership and loan feasibility
 - 6.2.1. NJD and BE to report back on progress.
- 6.3. FOI Request
- 6.4. GDPR Policy status update
- 6.5. To discuss GDPR training for clerk and councillors

7. Member Questions

7.1. *Cllr Bob Earll*

What are the requirements and timeline for the 2019 Precept?

8. Notice of Motions

8.1. *Cllr Bob Earll*

THAT the Council make parishioners of Kempley aware of the progress with broadband, through the GIGAclean programme.

8.2. *Cllr Neil Dransfield*

THAT the Council introduces further relevant and proportionate Policies and publishes them on the Council Website (*appendix 1*).

8.3. *Cllr Neil Dransfield*

THAT where not already allocated, the Council allocates a specific councillor or the Clerk to act as liaison regarding the following subjects (*appendix 2*), and that their relevant role and contact information is made available on the Council Website; allocations are to be reviewed at the Annual Parish Council Meeting.

8.4. *Cllr Neil Dransfield*

THAT Kempley Parish Council produces and maintains a register of complaints made against it, with anonymous attribution unless there are special circumstances, to be published on the Council's Website in the following form (*appendix 3*), and that the Register be reviewed at the Annual Parish Council Meeting.

9. Future Meetings

04 September 2018

25 September 2018 (Annual Parish Meeting)

02 October 2018

06 November 2018

04 December 2018

02 January 2019

05 February 2019

05 March 2019

02 April 2019

07 May 2019 (Annual Parish Council Meeting)



Arin Spencer

Clerk to the Parish Council

Appendix 1
Policy Recommendations

POLICY	SUPPORT (YES/NO)	RESPONSIBLE FOR FORMULATION	DEADLINE FOR SUBMISSION
REQUIRED			
Employment			
Freedom of Information			
Press/Media			
Retention (Covered by GDPR)			
A person's rights re data (Covered by DGPR)			
Absence from Work			
Complaints or Grievances			
Data Breach Procedure (Covered by GDPR)			
RECOMMENDED			
Annual Parish Meeting			
Annual Parish Council Meeting			
Planning Consultation			
Community-Led Plan			
Neighbourhood Watch			
Council Property or Trusteeship (Use, Ownership, Maintenance, Insurance). I.e. Village Green, bus shelters, memorial, hedges, flag pole, flags, telephone box			
Budget			
Precept			
Audit			
Communications Policy			

Appendix 3

Example Complaints Register

(Example contents only):

Date	Complainant	Nature	Requirement	Action
June 2015	A member of the public	Breach of Privacy	That all Councillors undergo Data Protection Training	All Councillors completed relevant training by November 2016
May 2016	A Councillor	Over lengthy meetings	Meeting lengths be limited to two hours	Standing Orders updated