

Iron Acton Parish Council

Council Office, 33 Hatherley, Yate, Bristol, BS374LT
Phone: 07790883503 Email: clerk@ironactonparishcouncil.com
Parish Clerk: Donna Ford PSLCC

All Council Meetings are open to the Public and Press

11th May 2018

To: All Members of Iron Acton Parish Council

Dear Councillor,

You are summoned to the Annual Meeting of the Parish Council, on **Wednesday 16th May 2018 at 7.30pm** in The Village Hall, Iron Acton. The meeting will consider the items set out below.



Donna Ford
Parish Clerk

Before the meeting there will be a public session to enable the electorate of Iron Acton to ask questions, and make comments, regarding the Parish Council. Questions not answered at this meeting will be answered in writing to the person asking the question, or may appear as an agenda item for the next meeting. Members of the Public are asked to restrict their comments, and/or questions to three minutes.

Fire Safety - Evacuation Procedure / Recording Protocol

The Committee is requested to note the fire safety procedure and the Parish Council's recording protocol.

7.30pm

Welcome

Public Question Time

This section (at the Chairman's discretion may last up to 20 minutes) is not part of the formal meeting of the Council and minutes will not be produced.

AGENDA

1.	<p><u>Election of Chairman</u></p> <p>To elect a Chairman of the Council for the Municipal Year 2018/2019. (Following election, the Chairman will be invited to complete the formal statutory Declaration of Acceptance of Office).</p>
2.	<p><u>Election of Vice Chairman</u></p> <p>To elect a Vice chairman for the Municipal Year 2018/2019.</p>
3.	<p><u>Apologies for absence and to consider the reasons given</u></p> <p>Council to receive apologies for absence and, and if appropriate, to resolve to approve the reasons given.</p>
4.	<p><u>Declarations of interest</u></p> <p>Members to declare any interest they may have in agenda items in accordance with the requirements of the Council's Code of Conduct.</p>
5.	<p><u>Exclusion of the Press and Public</u></p> <p>To agree any items to be dealt with after the Public (including the Press) has been excluded under Standing Order 1.C.</p>
6.	<p><u>Minutes</u></p> <p>To confirm and sign as a correct record the minutes of the Iron Acton Parish Council Meeting held on 16th April 2018.</p>
7.	<p><u>To Review and Appoint Members to serve on Working Parties</u></p> <ul style="list-style-type: none"> a. Planning Working Party b. Operations Working Party c. Allotment Working Party d. Finance Working Party e. Personnel Working Party f. Cemetery Working Party
8.	<p><u>Chairman's Announcements</u></p>
9.	<p><u>Village Green</u></p>

	Discuss and resolve action required for the eviction of the travelers situated on the Village Green and any associated cost this will incur.
10.	<p><u>To hear Reports from Councillors attending Meetings of Outside Bodies</u></p> <p>To receive verbal reports from Councillors who have represented the Council at meetings of outside bodies.</p>
11.	<p><u>Accounts for Payment</u></p> <p>Members to review the Schedule(s) of Accounts for Payment and authorise the payments.</p>
12.	<p><u>Planning Applications for Consideration</u></p> <p>To consider a schedule of applications submitted for consultation:</p> <p>PK18/1740/F Erection of an agricultural building for the housing of livestock and storage of feed, bedding and farm machinery. Formation of new access track. Land At Iron Acton Orchard Farm Iron Acton Bristol South Gloucestershire BS37 9UG</p> <p>PK18/2154/CLP Erection of two storey extension. 23 Engine Common Lane Yate Bristol South Gloucestershire BS37 7PX</p> <p>PK18/2156/CLP Erection of a single storey extension. 23 Engine Common Lane Yate Bristol South Gloucestershire BS37 7PX</p> <p>PK18/2153/CLP Erection of garage. 23 Engine Common Lane Yate Bristol South Gloucestershire BS37 7PX</p>
13.	<p><u>General Data Protection Regulation - New Data Protection Laws</u></p> <p>To consider a draft:</p> <ul style="list-style-type: none"> • Management of Transferable Data Policy • Social Media & Electronic Communication Policy • Information & Data Protection Policy • Retention & Disposal Policy • Appendix A: A List of Documents for Retention or Disposal • Data Security Breach Policy • Privacy Notice • General Data Protection Regulations Allotment Tenants Privacy Notice • Email Contact Privacy Notice

	<ul style="list-style-type: none"> • Councillor Privacy Notice • Purchase of Exclusive Rights Privacy Notice • General Data Protection Regulations (Service) Consent to hold Contact Information • Subject Access Request Form <p>for formal adoption</p>
14.	<p><u>Press and Media Policy</u></p> <p>Consider a draft Press and Media policy for formal adoption.</p>
	<p>In view of the confidential nature of the business about to be transacted, it is likely that the press and public will be excluded during consideration of this item (Item 5 above refers)</p>
15.	<p>Clerks Salary and Contract</p>