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24 April 2018

To Members of Eckington Parish Council

Dear Member,

I hereby give you notice that the next meeting of the Council will be held in the Civic Centre, Eckington

Tuesday 1st May 2018 at 7pm

All members of the Council are hereby summoned to attend for the purpose of considering and resolving the business to be transacted as set out in the following agenda.

Members are asked to sign the attendance sheet for the meeting and to complete the Declarations Sheet (if appropriate). These will be available in the Meeting Room.

Yours sincerely

Clerk

AGENDA PART I – NON CONFIDENTIAL INFORMATION

1. Election of Chair.
2. Chair's Declaration of Acceptance of office.
3. To receive apologies for absence.
4. Election of Vice-Chair.
5. Election of Open Spaces Committee.
6. Election of Community Hall Committee.
7. Election of Staff Working Party.
8. Election of Finance Working Party.
9. Election of Communications Committee.
10. Appoint Councillor cheque signatories and Councillor auditors.
11. To adopt amendments to the Financial Regulations.
12. To adopt amendments to the Standing Orders.
13. To reaffirm the Clerk's Delegated Powers.

14. To consider and approve an Attendance Management and Ill Health Capability procedure.
15. To consider and approve a Smokefree and Non-Vaping policy.
16. To review the council and staff subscriptions to other bodies.
17. To approve the Organisation Chart.
18. To reaffirm the terms of reference of the Open Spaces Committee.
19. To reaffirm the terms of reference of the Community Hall and Premises Committee.
20. To reaffirm the terms of reference of the Staff Working Party.
21. To reaffirm the terms of reference of the Finance Working Party.

22. Variation of order of business.

23. To receive Declaration of Members Interest.
 - a) To enable Members to declare the existence and nature of any Disclosable Pecuniary Interest they have in subsequent agenda items, in accordance with the Parish Council's Code of Conduct. Interests that become apparent at a later stage in the proceedings may be declared at that time.

 - b) To receive and approve request for dispensations from Members on matters of which they have a Disclosable Pecuniary Interest.

24. Public speaking
 - a) A maximum of three minutes or at the Chairman's discretion will be made for members of the public to address the meeting in relation to the business to be transacted.

 - b) If the Police Liaison Officer, a County Council or District Council Member is in attendance they will be given the opportunity to raise any relevant matter.

25. To determine which items if any from part 1 of the agenda should be taken with the public excluded. If the Council decides to exclude the public it will be necessary to pass a resolution in the following terms:-
"In view of the confidential nature of item ... to consider a resolution to exclude the Press and Public from the meeting in accordance with the Public Bodies (Admissions to Meetings Act) 1960. S1. In order to discuss the item".

26. To receive and approve Minutes 18/599 – 18/620 of a Council Meetings held 3 April 2018.
27. The Chair to sign and date the Council Minutes.
28. To receive and approve Minutes 18/1 -18/7 of the Annual Parish Meeting held 19th April 2018.
29. To consider requests and approve recommendations from Minutes of Committee Meetings.
30. To note the Clerk's funding report.
31. To note the Assistant Clerk's marketing and events report.
32. To consider items for a decision and information:

- a) Suggestions for the Council's stall at the Summer Festival.
- b) To consider appointing representatives to LGBT group committee.
- c) To note and adopt recommendations of DALC Spring Seminar Report.
- d) To consider and adopt GDPR policies and documents.
- e) To consider purchasing poppies for the Derbyshire Lamp post appeal.
- f) April Items for information.

33. To receive the cemetery report.

34. To receive the Market Report.

35. FINANCE

- a) If Councillors require any additional information in relation to any of the finance items set out on the agenda, please contact the Finance Officer before the meeting.
- b) To note March 2018 Account/Bank reconciliation figures.
- c) To note March 2018 accounts overview.
- d) To note cheque/Bacs payments since last meeting.
- e) To note budget summary.
- f) To note the name of the Councillors who carried out the March 2018 Account internal audits.
- g) To approve year end account bank reconciliation for 31st March 2018.
- h) To note Income and Expenditure accounts year end 31st March 2018.
- i) To note Creditors, Debtors, Receipts & Payments in Advance.
- j) To approve Annual Governance Statement 2017/18.
- k) To approve Annual Statement 2017/18.
- l) To approve the date of commencement of the period for the exercise of public rights (4th July 2018)
- m) To confirm arrangements for insurance cover in respect of all insured risks.

36. PLANNING APPLICATION

- a) To note the list of planning applications previously circulated.
- b) To note the list of planning decisions.
- c) To consider planning applications circulated at the meeting.
- g) To receive update on Fracking.

PART II

EXEMPT INFORMATION

1. To ratify the costs for the replacement of the cooking ventilation system and associated works.
2. Clerk to report on the appointment of a Seasonal Cemetery Staff/Handyperson.
3. To consider staff attendance bonus.
4. To receive and adopt recommendations Minutes 11/18 – 21/18 of a Staff Working Party meeting held 12 April 2018.
5. To appoint a Councillor to investigate a staff issue.
6. To set the Clerks Key Performance Indicators (Measurable objective for performance)