

HAIGH PARISH

The Annual Meeting of the Parish Council and the Next Ordinary Meeting of the Parish Council

WILL BE HELD IN

ST DAVID'S PARISH HALL, HAIGH

MONDAY 21 MAY 2018 at 7:00pm

Agenda

Annual Meeting of the Parish Council

275 Election of Chairman

Members are invited to put forward nominations for the office of Chairman for the coming municipal year.

276 Chairman's Declaration of Acceptance of Office

To hear and witness the Chairman's Declaration of Acceptance of Office.

277 Election of Vice Chairman

Members are invited to put forward nominations for the office of Vice Chairman.

278 Audit, Governance & Standards Committee

Members are invited to approve the appointment of the Council's representative to this Committee of Wigan Council. The position is currently held by Cllr R Lawson.

279 Casual Vacancy (enclosed)

The Elections Officer advertised the casual vacancy created by the resignation of Cllr J Wild soon after the last meeting and has informed the Clerk that there had been no requests from the electors of the Parish to hold an election. In view of this the Council may now co-opt a councillor.

The procedure for this is enclosed.

Members are invited to agree the best way forward.

280 Approval of Bank Signatory

Following the resignation of Cllr Wild the Council it will be necessary to appoint a new bank signatory.

Members are invited to agree the best way forward.

Ordinary Meeting of the Parish Council

281 Apologies for Absence

- to receive apologies from councillors.

282 Declaration of Interests

- to receive any declarations of interest (prejudicial or otherwise) with regard to items on the Agenda.

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. Members are reminded that if they have any personal interests of a prejudicial nature or a disclosable pecuniary interest they must not participate in any discussion or vote on the matter and must leave the room. Any member needing clarification must contact the Clerk.

283 Matters Introduced by Members of the Public

– *for information*

An opportunity for any members of the public present to raise issues for the attention of members.

284 Minutes of the Meeting (16 April 2018)

– *for approval* (enclosed)

To receive and approve the Minutes of the meeting held on 18 April for signature by the Chairman.

285 Matters Arising – *for information only*

An opportunity for members of the Council to report or update on any matters that have arisen since the meeting in April.

286 Planning Applications

There have been no new applications since the last meeting to bring to the Council's attention.

287 General Data Protection Regulations

(a) Designated Data Protection Officer

Last week we received the news that the House of Commons has accepted a Government amendment to the Data Protection Bill which, once the Bill has been enacted, will exempt all town, parish and community councils from the requirement to appoint a Data Protection Officer. All other requirements of the GDPR will apply and will come into force on 25 May.

(b) Data Protection Policy – *for adoption* (enclosed)

Enclosed is a proposed Data Protection Policy that members are invited to review and adopt.

288 Internal Audit Report 2017/18 – *to receive and approve*

The Internal Audit was due to take place on Wednesday, 16 May. However, the date has been re-arranged and it will now take

place on Wednesday, 23 May. In view of this the report will now only be received in September.

Members are invited to accept and approve the outcome.

289 Annual Governance Statement 2017/18

- *for agreement and approval* (enclosed)

290 Accounting Statements 2017/18 - *for approval* (enclosed)

291 Exemption from External Audit 2017/18

- *for approval* (enclosed)

Because the Parish Council has both income and expenditure that falls below £25,000, members may choose to resolve that the Council's accounts are exempt from external audit provided that the criteria listed on the exemption certificate have been met. It can be confirmed that the criteria referenced have indeed been met.

A copy of the partially completed certificate is enclosed.

Members are invited to declare the Council exempt from external audit for 2017/18.

292 Insurance - *for approval* (enclosed)

In 2017 the Parish Council purchased insurance cover from Zurich. The policy runs out on 31 May 2018. The proposal for renewed cover is enclosed. No changes to the cover are required.

Last year the Council paid a premium (before IPT) of £316.22.

In 2018 the premium this has increased to £317.85. With IPT it becomes £356.

Members are invited to approve the proposal.

293 Accounts 2018/19 – *for approval*

Income = £nil

Expenditure:

No	PAYEE	NARRATIVE	NET	VAT	PAYMENT
6	St David's Haigh & Aspull PCC	Room rent	£ 20.00	N/A	£ 20.00
7	Employee No.1	Salary (Apr & May)-net	£ 306.56	N/A	£306.56
8	K Pilkington	Mileage, postage	£tbc	N/A	£tbc
9	Zurich Municipal	Insurance	£ 356.00	N/A	£356.00
Total:			£tbc	N/A	£tbc

Balance at bank on 2 May 2018 = **£7,888.68**

The following prior payments had not been presented as at 2 May 2018:

St David's Haigh & Aspull PCC x 2 = £40

CPRE = £40

NALC/LALC = £126.02

TOTAL

=£206.02

Estimated Balance at bank after the above expenditure and
unpresented payments = **£7,000.10**

294 Clerks Report – *for information*

At present there is nothing new to report in addition to what has
already been included under other agenda items.

295 Any Other Business

296 Date of Next Meeting: 10 September at 7pm

POTENTIAL CONFIDENTIAL ITEM

297 National Pay Award – *for approval* (enclosed)

**Please let the clerk know if you intend to attend the meeting, thank
you**

Copies of Parish Council Minutes are lodged at Aspull Library

K Pilkington

**Krystyna Pilkington
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