

Stanstead St Margaret's Parish Council

Clerk of the Council
J.Fleming

1 Linkside Road
Bishop's Stortford
Herts CM23 5LP

Telephone
01279 310233

To: Councillors Nigel Copping, Roger Chapman, June Robinson, Clare Maynard, Martin Robinson, Cathal Brennan and Nick Cox

You are summoned to attend the Annual meeting of

Stanstead St Margarets Parish Council

to be held on

**Wednesday 23rd May 2018 in
The Nigel Copping Hall**

At 7.30 p.m.

Members of the public and press are invited to attend this meeting.

Jacky Fleming
Clerk to Stanstead St Margaret's Parish Council
stansteadstmargaretspcclerk@yahoo.co.uk

17th May 2018

To assist in the speedy and efficient despatch of business, members and anyone requiring further information or clarification on items included on the agenda is requested to enquire prior to the meeting

17/18 To Elect the Chair of the Council

18/18 PUBLIC FORUM

To suspend the meeting to receive representations from members of the public on matters within the remit of the Parish Council

19/18 To receive and accept apologies for absence.

20/18 To receive Disclosures of Pecuniary Interests (DPI) from Councillors on matters to be considered at the meeting, in accordance with section 30 of the Localism Act 2011.

It is the responsibility of each Councillor to ensure that their declarations of interest are kept up to date.

1. To complete DPI forms to be forwarded to East Herts Council – previously circulated
2. To complete GDPR e mail and Cllr consent forms, previously circulated

21/18 To confirm the Minutes of the meeting of Stanstead St Margaret's Parish Council on 24th April 2018 previously circulated.

22/18 Financial and Audit 2018-19

1. To Confirm payments in accordance with the budget
2. To review bank reconciliations.
3. Internal Audit 2017-18
4. To review and approve Stanstead St Margarets PC Governance Statement
5. To review and approve Stanstead St Margarets PC accounts for 2017-18

23/18 To elect the Vice Chair of the Parish council

24/18 To allocate Cllr responsibilities.

25/18 Planning – none

26/18 to consider making a contribution to the Nazeing Parish Council landscape consultant expenses. A representative from Nazeing to be invited give information at the meeting.

27/18 GDPR

- 1. E mail**
- 2. Social media Policy**

28/18 St Margaret's Parish Council website

29/18 To consider the Bus stop puddle.

30/18 To suggest items for the agenda for the next meeting of the Parish Council to be held on 17th July at 7.30 in The Nigel Copping Hall. All agenda items to be forwarded to the Clerk no later than 10th July

Clerk to Stanstead St Margaret's Parish Council, 17th May 2018