

St Albans Parish Council

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Tuesday, 22 January 2019

Notice: You are invited to a meeting of St. Albans Parish Council which will be held at The Oakwood Academy, Enterprise Centre next to the Sports Hall Bewcastle Road, NOTTINGHAM, NG5 9PJ on **Tuesday 29 January 2019 at 7.00 pm**. Please see the agenda below for the business to be transacted.

Belina Boyer PSLCC

Clerk to the Council

	Welcome by Chair
SAPC 19-001	To receive and resolve to approve apologies for absence.
SAPC 19-002	To receive questions and petitions from the public – for information only.
SAPC 19-003	To receive a report from the County and District Councillors.
SAPC 19-004	To receive disclosures of pecuniary and non-pecuniary interests.
SAPC 19-005	To determine which items on the agenda, if any, require the exclusion of public and press under the Public Bodies (Admissions to Meetings) Act 1960 1 (2) and to resolve to exclude public and press for these items.
SAPC 19-006	To receive and approve the minutes of the previous St. Albans Parish Council meeting.
SAPC 19-007	To receive updates resulting from the previous meeting's minutes and action sheet not covered elsewhere on the agenda. (for information only)
SAPC 19-008	To review the assets register and consider if any mid-term adjustments to insurance cover are necessary.
SAPC 19-009	To receive membership details for Nottinghamshire ALC and consider re-subscribing membership for 2019-20.
SAPC 19-010	To consider the Council's obligations under the Freedom of information Act, To approve a draft publication scheme and Freedom of Information Policy To subscribe to the ICO paying by Direct Debit thus saving £5 in fees.
SAPC 19-011	To receive and consider for approval the following policies and procedures: 1) Data Protection Policy 2) General Privacy Policy 3) Email Privacy Policy 4) Data Retention Policy 5) Security Compliance Checklist 6) Media Policy – replacing "External Communications Policy adopted 27/11/18
SAPC 19-012	To approve expenditure to install blue grit bins and have them monitored and refilled by Gedling Borough Council at a cost of £421 for initial installation and filling with grit and £312 for each inspection and re-fill. This would occur 3-4 times per season, bringing total cost in the first year to £1669 and £1248 in subsequent years.

SAPC 19-013	To consider and approve a general risk register.
SAPC 19-014	To consider a regular payments schedule specifying regular monthly or annual payments so these can be processed on receipt of invoice in accordance with Financial Regulations.
SAPC 19-015	To approve the following virements with regards to actual spent in the current financial year so far.
SAPC 19-016	Finance: a) To receive the Payments and Receipts report for the third quarter b) To receive the bank reconciliation for the third quarter c) To approve the payment schedule for January and sign it d) To consider approval of any additional payments to be made and add to schedule.
SAPC 19-017	To note the Council's obligations as an employer under pensions regulations and a request to join the pension scheme.
SAPC 19-018	To consider and approve the budget for the coming financial year.
SAPC 19-019	To set the precept demand as informed by the approved budget.
SAPC 19-020	To consider the appointment/re-appointment of an internal auditor.
SAPC 19-021	Planning: a) To review the arrangements for dealing with planning applications. b) To consider the following planning applications: <ul style="list-style-type: none"> • 2018/1114 Construct two storey side extension. 8 Larch Close Bestwood NG5 8SB • 2018/1169 Two x two storey side extensions 51 Woodchurch Road Bestwood NG5 8NJ • 2018/0911 Land to be developed with the construction of 3 x detached dwelling houses and 1 x detached bungalow. Land At South Of 64 Woodchurch Road Bestwood Nottinghamshire c) To note the following planning decisions: <ul style="list-style-type: none"> • 2018/1009 Proposed single storey rear extension and two storey side extension 17 Chiltern Close Bestwood NG5 9PX – conditional permission • 2018/1111TPO Remove a number of dead branches from the tree. 6 St Emmanuel View Bestwood Nottinghamshire NG5 9QS– conditional permission
SAPC 19-022	To receive information on the installation of two defibrillators and approve applications under the LIS scheme and the British Heart Foundation (if applicable) to receive additional funding.
SAPC 19-023	To note the following correspondence (for information only): <ul style="list-style-type: none"> • The Pensions Regulator – Employer Duties • HMRC – Employer Registration and VAT reclaiming instruction • Council News – Are Councils responsible for Councillor behaviour. • Gedling Legal – GDPR training and legal services
SAPC 19-024	To receive Items for Notification to be included on next month's agenda. (for information only).
SAPC 19-025	To confirm date of next meeting scheduled meeting for Tuesday, February 2019 at 19.00 The Oakwood Academy, Enterprise Centre next to the Sports Hall Bewcastle Road, NOTTINGHAM, NG5 9PJ.