



Minutes of the **ANNUAL NEIGHBOURHOOD COUNCIL MEETING** held on Wednesday the 16th May 2018 @ St Margaret's Church Hall Ingol commencing at 7.00pm

Present: Cllrs Roskell, Anderson, Bevan, Carrig and Thompson

There was one member of the public present.

28/18 To elect a Chairman for the next 12 months who will then sign the Acceptance of Office form

Cllr Anderson was elected as Chairman for the next 12 months – the Acceptance of Office form was then signed

29/18 To elect a Vice chairman for the following 12 months.

Cllr Thompson was elected Vice Chairman for the next 12 months.

30/18 To receive apologies

Cllrs McGrath, Brookes, Darby, Soole and Ellison

31/18 To approve the Minutes of the Meeting held on the 28th March 2018 (enclosed)

It was resolved that the minutes of the meeting held on the 28th March 2018 should be approved and signed by the Chairman as a true and accurate record

32/18 To receive Declarations of Interest

None

33/18 To adjourn the meeting for a period of public discussion

There were no comments from the member of the public present.

34/18 To authorise payment of the following accounts:

On Line	Viking Direct	Stationery	93.36
On Line	Len Slade	Internal Audit Fee	105.00
On Line	WV McWhittle	Reimburse Ladder Course - Lengthsman	132.00

It was resolved that the payments detailed above should be approved

35/18 To consider and approve the Internal Auditors Report for the year ended 31st March 2018 (enclosed)

It was resolved that the Report mentioned above should be approved

36/18 To receive and approve the Financial Statement of Accounts to the 31st March 2018 (enclosed)

It was resolved that Financial Statement of Accounts to the 31st March 2018 should be approved

37/18 To approve and authorise the Chairman and RFO to sign Section 1 (Annual Governance Statement) and Section 2 (Statement of Accounts) being part of the Annual Audit for the year ending 31st March 2018 (papers enclosed)

It was resolved that the Annual Governance Statement and Statement of Accounts should be approved and that the Chairman and RFO should be authorised to sign them on behalf of this Council.

38/18 To confirm renewal of the Council's insurance with Zurich Insurance for a further period at £628.33 (one year – last year £614.95) £609.74 (3year LTA) or £584.27 (5year LTA)

It was resolved that the insurance policy should be renewed for a period of 5 years.

39/18 To appoint representatives to attend PAC meetings on behalf of this Council (please note that since this Council is not a LALC member it can only attend the open session and not that relating to LALC matters)

It was resolved that Cllrs Thompson, Ellison and Brookes should attend PAC meetings on behalf of this Council

39/18 To note the enclosed report and approve and adopt the below mentioned documentation which has already been circulated.

Ingol and Tanterton NC Council Personal Data Audit 2018

Ingol and Tanterton NC Council Information Data Protection Policy 2018

Ingol and Tanterton NC Council Retention and Disposal Policy 2018

Ingol and Tanterton NC Council General Privacy Notice 2018

It was resolved that the documents detailed above should be approved and adopted

40/18 To appoint on a temporary basis the Clerk as the Data Protection Officer for this Council pending further Government clarification as to who should carry out this function in small local Councils.

This item was withdrawn since it had now been clarified that the Data Protection Act 2018 would exempt Local Councils from the need to appoint a DPO.

41/18 To consider the enclosed grant application from Ingol CP School.

It was resolved that a grant of £100 should be made to be released against sight of the invoice for the printing of the Community Newsletter for which the request had been made.

42/18 To consider and review the need for current working groups as set out below and appoint members / disband groups as appropriate.

Dog Fouling W/G – to investigate potential actions – Cllrs Soole and Bevan at present.

Christmas Event W/G – to organise the event – Cllrs Thompson and Soole at present.

CCTV W/G – to investigate the installation of CCTV equipment at the NISA site in Tanterton – Cllrs Anderson, Bevan and Darby at present.

Nog Tow Roundabout W/G – to investigate potential for further planting etc – Cllrs Roskell and Brookes

Youth Engagement and Provision of Activities – to investigate potential needs – Cllrs Bevan and Darby

It was resolved that the above groups should continue for the time being with the addition of Cllr Carrig to the Dog Fouling W/G

43/18 To note that the next meeting is scheduled for the 11th July 2018

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