**LITTLE SMEATON PARISH COUNCIL**

9 Mount Pleasant

Little Smeaton

Pontefract

WF8 3LW

1 May 2018

Dear Councillors

You are summoned to attend the next Parish Council meeting on **Wednesday 9 May 2018** at 7.30pm in The Community Room, **following on from the Annual Parish Open Meeting.**

Yours sincerely

*A Curnow*

Adele Curnow

Clerk to the Parish Council

AGENDA

1. Election of the Chairman and Vice Chairman
2. To receive apologies and approve reasons for absence.
3. 3.1 To receive any declarations of interest not already declared under the council’s code of conduct or members Register of Disclosable Pecuniary Interests.
	1. To receive, consider and decide upon any applications for dispensation.
4. To confirm minutes of the meeting held on 15 February 2018 as a true and correct record.
5. To receive information on the following ongoing issues and decide further action where necessary.

5.1 To consider and decide the next step for the request for one parish council.

* 1. Hillside Cottage Inspection, no issues raised, however, tenants requested permission to be able to replace the carpet in the lounge at their own expense.
	2. Hillside Cottage. Tenancy is up for renewal 17 May 2018 and the present tenants would like to continue in the cottage.

5.4 General Data Protection Regulation (GDPR)

 5.4.1 Data Protection Officer needs to be appointed before 25 May 2018. YLCA has agreed that it will provide a DPO service for its members (at a cost) and are working on the detail of the scheme, to be finalised next week. However, if the amendment to the bill is upheld the arrangement will fall away.

 5.4.2 Government amendment to the bill currently passing through parliament proposing to exempt all parish councils from the requirement to appoint a Data Protection Officer (DPO), however, it still needs to be debated.

5.5 The defibrillator is to be placed on lamp column no 25 on Main Street Little Smeaton, the resident was consulted and has no objections. Once it is positioned a training session will be arranged with Chris Smart.

* 1. Little Smeaton Playing Area, DCM Surfacing are to replace the play area surface as per the quote accepted, works will be scheduled when they are next in the area, however, they cannot clean the area this will need to be done before they get on site. They advised that they can lay any colour and would we like red, this is the most durable!
1. Matters requested by councillors.

6.1 To consider and decide with regards to smartening up the Hodge Bridge area, and that some funding may be available for this.

6.2 Consideration for placing a mirror on the corner of Main Street where it turns right and becomes Quarry Lane, at the junction with Hodge Lane.

6.3 To consider and decide the state of repair of the village signs and flower beds.

1. Financial matters.
	1. To approve the following accounts for payment.

7.1.1 Yorkshire Local Council Association Subscription £124.00

* + 1. Clerks & Councils Direct magazine subscription £75.00

7.1.3 Community room hire for 9 May 2018 £10.00

7.2 To note the following payments previously authorised.

* + 1. Community room hire for 25/02/18 £10.00
		2. Petty cash £50.00

7.3 To receive a bank reconciliation to 19 March 2018

7.4 Current finance sheet up to date.

1. To consider the following new correspondence received and decide upon action where necessary
	1. Highways request for advice on any planned events in Little Smeaton in 2018.
	2. Co-op Bank, forms to be completed for new authorised account persons and the removal of previously authorised persons.
	3. North Yorkshire County Council letter launching a major consultation on what the North Yorkshire Archives service of the future should look like, what LSPC as users of the service would like to see provided by a digital age record office.
	4. Email from Craig, Computer Services for setting up the hard drive and upgrading the laptop. Two hard drives recommended – 1) Diskashur hard drive £222.32 (ebuyer) this uses hardware encryption and 4 pin codes. 2) Maxtor m3 2tb hard drive £63.88 (ebuyer) This hard drive would use the encryption from Windows 10 pro which is software encryption. Hardware encryption is harder to hack than software encryption. The laptop also needs upgrading to Windows 10 pro £119.98 (ebuyer). Setting up the hard drive and upgrading the laptop would be £100.
	5. Training for Employment ( TfE) awarded funding from Selby Southern CEF to deliver self-employment training under the Community Entrepreneurs project. Training is free to residents over 18 who reside in LS. They want LSPC to promote the opportunity and have forwarded a poster.

* 1. Messages received requesting advertising on the LSPC website for the village youth club and from the Job Centre wanting to advertise to help people find the nearest jobcentre!
	2. LSPC Insurance renewal 1 June 2018, received quotes for 1 year renewal and 3 and 5 year long term agreements. 1 year £434.97

 3 year £425.12

 5 year £415.27

1. To notify the clerk of matters for inclusion on the agenda of the next meeting.
2. To confirm the date of the next meeting