

## PARISH OF GROBY

### NOTICE OF PARISH COUNCIL MEETING

I hereby give notice that the **MONTHLY COUNCIL MEETING** of the **Parish Council** of the above named Parish will be held at the **Council Office, Groby Village Hall on Monday 9<sup>th</sup> April 2018 at 7.00pm.**  
All members of the Council are hereby summoned to attend for the purpose of considering and resolving the business to be transacted at the Meeting as set out hereunder.

Mrs Alixe Taylor  
Clerk to the Council

4<sup>th</sup> April 2018

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### AGENDA

1. **To receive apologies for absence**
2. **To receive Declarations of Interest / Requests for dispensations from members on matters in which they have a disclosable pecuniary interest**
3. **Minutes**  
To approve the minutes and closed session minutes of the Parish Council meeting held on Monday 5<sup>th</sup> March 2018 and the closed session minutes of the Parish Council meeting held on Monday 5<sup>th</sup> February 2018
4. **Matters Arising**  
An update on matters arising from the minutes or matters previously discussed by the Parish Council
5. **Parish Councillor reports**
  - Klondyke – update from HBBC Scrutiny meeting held on 28<sup>th</sup> March
  - Scouts boundary meeting-update from Cllrs Hollick & Sleath
6. **Public Participation**  
*To allow members of the public to ask questions in respect of the reports provided by representatives of outside bodies or to ask any questions on items listed on this agenda.*
7. **County Councillors' reports**  
To note the report from Cllr. O'Shea
8. **Borough Councillors' reports**  
To note the reports from Cllrs. Cartwright and Hollick
9. **Planning and Development Committee**
  - To note the minutes from the meeting held on 21<sup>st</sup> March 2018
10. **Parks & Cemetery Committee meeting**  
To consider the recommendations from the meeting held on 26<sup>th</sup> March 2018
11. **Community Liason Committee meeting**
12. To consider the recommendations from the meeting held on 27<sup>th</sup> March 2018
13. **Finance & General Purposes Committee meeting**  
To consider the recommendations from the meeting held on 4<sup>th</sup> April 2018 to include:
  - I. Parish Council Bank Account
  - II. Telephone contract
  - III. To review the following:
    - Insurance
    - Financial Risk Assessment
    - Asset Register
    - The effectiveness of internal controls
    - Business Continuity Plan

- Financial Regulations
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**14. To approve payment of accounts and to receive income**

A full list is included in members' packs for the meeting

**15. Financial Reports**

To receive budget report and bank reconciliation

**16. Budget Review**

To review 2017/18 budget and to allocate funds

**17. Neighbourhood Plan**

- To consider the recommendations from the working party meeting held on 21<sup>st</sup> March 2018
- To consider whether the Parish Council wants to undertake a Neighbourhood Plan and to agree the designated area

**18. Clerk's Report**

- General Data Protection Regulations (GDPR) –update
- Tree Felling
- Request from Groby Junior FC – to consider
- IT safeguards – to consider
- Clarification on Cemetery matters

**19. Correspondence**

A full list is included in members' packs for the meeting, including:

**20. Staff Matters including**

- Staff matters – update
- Grounds Operative vacancy - to consider recruitment process
- Staff Pay Review
- Staff matters raised by the Clerk
- Employees Handbook and policies.

**21. Date of next meeting**

The discuss date of next meeting

**Members of the public and press are welcome to attend**