

CAYTHORPE AND FRIESTON PARISH COUNCIL

Dear Councillor,

You are hereby summoned to attend the Annual meeting of:

**Caythorpe and Frieston Parish Council
to be held on Wednesday 20th March 2019
commencing at 7.15 pm in the Village Hall.**

The Agenda for the meeting is to be found below.

There will be a short public forum before the council meeting proper which will begin at 7.00 pm. All councillors are requested to attend this forum. Should the forum last less than 15 minutes, the Parish Council Meeting will begin at that time.

M Stevens

13th March 2019

Mr Mel Stevens
Clerk to the Parish Council

AGENDA

1. **Apologies for absence.**
2. **Declaration of Interests** - To receive declarations of interests under the 2000 Local Government Act.
3. **Approval of minutes of the Parish Council meeting held on 9th January 2019**
4. **Parish Clerk's Report** - Update on matters occurring since the last meeting not otherwise on the agenda.
5. **May Elections** May 2019 – Update and Process Plan.
6. **Financial Matters:**
 - a. Authorisation of BACS/Cheque payments.
 - b. Review and Approval of CFPC accounts.
 - c. General Data Protection Regulations – Update of progress since the last meeting.
 - d. War Memorial Cleaning – Western Power and Tree 211 Application & Cleaning – Update
 - e. Laptop Reclaim – Update
 - f. New Laptop application for News and Views – Agreement Update
 - g. Audit of Accounts 2018/19 – Appointment of Internal Auditor - JC
7. **Transport and Highways:** - To discuss any parking and highways issues within the Parish i.e. High Street Congestion / Back Lane parking, Humpbacked Bridge - Caythorpe Heath Lane – General Concerns (bend near PGL), Sensory Pad Pavements – Project Update since the last meeting.
8. **The Parish Environment:**
 - a. Planning – Report on Planning Matters affecting the Parish by the Parish Council Planning Committee Chairman. To include:
 - i. Review and Approval of actions arising from the Planning Meeting held 27th February relating to the applications by Mid(UK) to increase working hours and to approve the submission made to LCC Planning in relation to this matter.

- ii. New Applications
 - iii. Applications Actioned
 - iv. Decision Notices
 - v. Project Register
 - vi. Other Issues to Report
- b. Dog Fouling
 - i. Update of progress since the last meeting – Cllr Greybrook
- c. Social Housing – Update including
 - i. – Recent meeting and site visit with SKDC Housing Director - Update
- d. Other Maintenance issues
 - i. Update of Maintenance Register
 - ii. Burial Ground - Review of any issues
 - iii. Frieston Notice Board (estimate), Defibrillator and Mail Box - Update
 - iv. Footpath Clearance and the Big Clean – Update from Cllr Roberts
- e. The Old Post Office - Parking Review – Update
- f. Sewer Issue in Frieston

9. Community Safety

- a. Community Emergency Planning – Update Cllr Fritzsche
- b. Report on Local Crime and Policing Matters.

10. Community Activities:

- a. Litter Picking/The Big Clean - Cllr Brooke
- b. Allotment committee - Cllr. Ashcroft (previously issued)
- c. Playing Field committee - Cllr. Nelson (previously issued)
- d. Village Hall committee - Cllr. Greybrook (previously issued)
- e. News & Views - Cllr. Nelson (previously issued)
- f. Community Heartbeat - Cllr. Greybrook (previously issued)

11. Concluding Comments and Thanks from the Chairman.

12. Arrangements for next meeting:

The next meeting will be the Annual Parish Council meeting and will be held in the Village Hall on **Wednesday 8th May 2019** beginning at 7.15 pm. This meeting will be preceded by the Annual Parish Meeting which will commence at 6.30 p.m.,