



Parish Councillors are summoned to a
MEETING OF THE PARISH COUNCIL

DAY/DATE: WEDNESDAY, 6 JUNE 2018

TIME: 7.15 PM

NOTE VENUE: SHAVINGTON YOUTH CLUB,
MAIN ROAD, SHAVINGTON

Enquiries to: Clerk: Carol Jones

Issue date: 31 May 2018



To: Members of the Parish Council
Councillors V Adams, M Andrews, L Buchanan, W Cooper, B Gibbs (Chairman),
K Gibbs (Vice-Chairman), E Clayton, S Cheshire, M Ferguson, R Hancock,
G McIntyre and W McIntyre

Copies: Borough Councillor Steven Edgar
PCSO P Corbett
Mr W Atteridge, Chairman of the Neighbourhood Plan Steering Group

Note: Members of the public are asked to print their own copy of the agenda from the website. Members of the public without access to the Internet are asked to contact the Clerk by no later than noon on the day of the meeting to ensure that spare copies of the agenda are available at the meeting.

NOTES FOR MEMBERS OF THE PUBLIC

The Parish Council meets and makes its decisions in public. A Parish Council meeting is not a *public* meeting. It is a meeting *held in public*. There is no requirement in law which allows members of the public to speak at such meetings. However, the Council is pleased to offer this opportunity to local registered electors to show that it is committed to community engagement.

Please respect the fact that this is a meeting to conduct Parish Council business, and interruptions during the meeting are not permitted. If the business is disrupted in any way, the person(s) causing the disruption may be asked to leave.

PUBLIC QUESTION TIME

Members of the public are able to ask questions, or make a statement, about any item on the agenda or any matter relating to the Parish Council's business. Questions or comments in respect of the following should be directed to the appropriate authority as indicated.

- Unauthorised parking
Where there are parking restrictions in force, contact
Cheshire East Council 0300 123 5020
Where there are no restrictions in force, contact the Police 101
- Health provision, eg, doctors' surgeries
There are two main types of health services provided by the NHS in Cheshire East. These are community-based services and hospital-based services (acute sector).
For hospital-based services, contact the Mid-Cheshire Hospitals Trust (Leighton Hospital) 01270 255141

For general community services, contact
South Cheshire Commissioning Group (based at Barony Court, Nantwich) 01270 275283
GP Services - Rope Lane Medical Centre, Shavington 01270 275990
- Education
Contact the schools direct or the Cheshire East Information Line 0300 123 5500
Shavington Primary School 01270 661527
Shavington Academy 01270 685111
- Play Areas
 - Vine Tree Play Area (Parish Council) 01270 812065
 - Wessex Close Play Area (Cheshire East Council) 0300 123 5011
- Cheshire East Council
 - Bus and train times (Traveline) 0871 200 2233
 - Council Tax and Housing Benefit 0300 123 5013
 - Car parks 0300 123 5020
 - Planning enforcement 0300 123 5014
 - Pot holes and highway maintenance 0300 123 5020
 - Electoral registration 0300 123 5016
 - Environmental Health 0300 123 5015
 - Street lighting 0300 123 5020
 - Planning and Building Control 0300 123 5014

Members of the public are also able to address the Parish Council, i.e. make a statement, which should also relate to the business of the Parish Council.

It is not a good use of the Parish Council's time for members of the public to raise issues about hedges, street lights, pot-holes and so forth during public question time. Such matters should be reported direct to the Borough Council either by phone or using its on-line system of reporting faults. Alternatively, please contact the Clerk who can take action, or report matters as appropriate.

A G E N D A

Members are asked to note that the symbol ✂ against agenda items, indicates that a report is enclosed.

1 APOLOGIES

Apologies for absence should be notified to the Clerk by noon on the day of the meeting, if possible.

2 DECLARATION OF INTERESTS

Members to declare any disclosable pecuniary interest or non-pecuniary interest which they have in any item of business on the agenda, the nature of that interest, and in respect of disclosable interests, to leave the meeting prior to the discussion of that item.

Whilst the Clerk can advise on the Code of Conduct and its interpretation, the decision to declare, or not, is the responsibility of the Parish Councillor, based on the circumstances.

3 MINUTES

To approve as a correct record, the Minutes of the Annual Meeting held on 2 May 2018. ✂

The Minutes of the Annual Parish Meeting held on the same date are also enclosed for information. These will be submitted for approval at the next Annual Parish Meeting in May 2019. ✂

4 MATTERS ARISING from the Minutes (Not detailed separately elsewhere on the agenda)

5 PUBLIC QUESTION TIME

Members of the public are able to ask questions or address the Parish Council only in respect of any item on the agenda, or any matter relevant to the Parish Council's business and the local area. Members of the public are reminded that questions or statements should not be addressed to any of the three Ward Councillors.

If there are any observations on the planning applications listed below, this is the only opportunity for those comments to be made.

Note: Borough Councillor S Edgar and Mr W Atteridge, each have their own item slots on the agenda and will speak under those items, but, as with other members of the public, will not be able to participate in the remainder of the meeting.

6 BOROUGH COUNCILLOR STEVE EDGAR

6.1 REPORT

Councillor S Edgar to report on Cheshire East Council matters of interest and provide an update in respect of outstanding parish matters. Following his presentation, there will be an opportunity for Members only to ask questions.

6.2 QUESTIONS

Members are able to ask questions of Councillor Edgar in respect of his report presented under item 6.1 above. This is limited to Members and is not an opportunity for members of the public to ask questions.

7 NEIGHBOURHOOD PLAN

Mr W Atteridge, Chairman of the Neighbourhood Plan Steering Group reports as follows on recent attendance at the Site Allocations and Policy Development (SAPD) meeting held on 16 May.

Mr Atteridge attended the meeting with Councillors Rene Hancock and Linda Buchanan.

The draft SAPD document is due to be published by Cheshire East Council in late summer/early Autumn for a six-week public consultation period. There were some issues discussed but attendees were requested not to discuss them outside the meeting as the draft document was not completed and could differ from the information which will eventually be presented for consultation.

Mr Atteridge and the two councillors attended the meeting as representatives of the Parish Council and whilst it is acceptable for them to not speak in public about the confidential matters raised at the meeting, it is not reasonable for this information to be withheld from the Parish Council itself.

This item has also been placed on the agenda for later in the meeting, with the press and public excluded, so that Councillors Hancock and Buchanan can report on the confidential matters discussed.

DECISION ITEMS

8 PLANNING APPLICATIONS

DECISION REQUIRED: To submit to CEC observations on the following planning applications.

The Parish Council is invited to comment on the following planning application. Any applications received after publication of the agenda will be notified to Members.

18/2079N	Land east of Crewe Road, Shavington Reserved matters application for access, appearance, landscaping, layout and scale on application 15/1210N – development of 64 houses including new vehicular entrance, boundaries, infrastructure and landscaping, with primary access from Crewe Road and other matters reserved.
The deadline for observations has been extended from 23 May 2018 to 7 June 2018 as this application was received after the May meeting.	
18/2492N	Land south of Newcastle Road, Shavington, CW5 7EX Approval of matters reserved in outline planning application 12/3114N. Appearance, landscaping, layout and scale for residential development comprising 160 dwellings (including 48 affordable homes), public open space and associated works.
Deadline date for observations: 13 June 2018	
18/2142N	90 Crewe Road, Shavington CW2 5DW Change of use from dog groomers to residential garage
Deadline date for observations: 4 June 2018 (The Clerk has requested an extension.)	
18/2565N	Barnsfield, Newcastle Road, Blakelow, CW5 7ET Erection of four dwellings with associated access
Deadline date for observations: 27 June 2018	
18/2604N	16 Broadleigh Way, Crewe CW2 6TT Extension to form attached garage
Deadline date for observations: 19 June 2018	
18/2273N	185A Crewe Road, Shavington Dropped kerb at front to give access to off-road parking
Deadline date for observations: 21 June 2018	

9 MEMBERSHIP OF COMMUNICATIONS COMMITTEE

DECISION REQUIRED: Appointment to vacancy on Communications Committee.

At the Annual Council meeting, only four Members were appointed to the Communications Committee. There is one place remaining, and the Parish Council is asked to consider appointing Councillor Martin Andrews to the vacancy.

10 COMMUNICATIONS PROTOCOL

DECISION REQUIRED: To adopt the revised Communications Protocol.

The Communications Committee has reviewed the current Communications Protocol and has made some minor amendments, one of which is to require non-Parish Council members of Committees to be bound by the Protocol. The Council is recommended to approve the revised enclosed document.

11 DATA PROTECTION – NEW DATA PROTECTION LAWS (GDPR)

DECISION REQUIRED: To adopt various documents in order to comply with GDPR.

At its meeting held on 2 May 2018, the Parish Council considered the Clerk's report which updated Members on matters related to the preparation for GDPR which came into effect on 25 May 2018.

On 23 May 2018, the Communications Committee considered a draft Data Protection Policy and recommends that this be adopted, with immediate effect.

The following documents are also enclosed:

- A General Privacy Notice which needs to be added to the Parish Council's website.
- Allotment Plot-Holders Privacy Notice. Plot-holders will be required to complete this as consent to process their data.

On 14 May 2018, the Cheshire Association of Local Councils notified Clerks that officials from the Department for Culture, Media and Sport had confirmed that whilst all other measures will still apply, the appointing of a Data Protection Officer to support a Council's approach to data protection will be discretionary and may be regarded as good practice. The amendment to the Bill can be accessed [here](#).

At the May meeting, the Parish Council was invited to consider appointing a Data Protection Officer, but no decision was made.

The Bill now enters the next stage – click on the link (['Ping Pong'](#)) with the House of Lords considering amendments made during the House of Commons stages, although it was not expected that this amendment will be reversed. Officials advised that they expected Royal Assent and the Bill coming into force on its due date of 25 May 2018. At the time of publication of this agenda, there is no further information.

12 POLICE MATTERS – SERVICE LEVEL AGREEMENT (SLA)

DECISION REQUIRED: To consider the issue of PCSO report-writing.

12.1 Service Level Agreement for PCSOs

At the previous meeting, the Parish Council agreed the following as priorities for the new Service Level Agreement between the Parish Council and Cheshire Police.

- Contact with the local schools and other village organisations.
- Visible presence in the parish.
- Speeding, parking, safety.
- Available and accessible to residents.

The Parish Council suggested the possibility of Police surgeries in the Village Hall and the provision of a post-box to be fixed to the wall of the hall to enable residents to notify the PCSO of any issues.

A post-box has now been purchased.

Members also commented on the standard of PCSO reporting and were concerned about the current format of the Beat Manager's report.

The Clerk has discussed this with Det. Sgt Morris who is of the view that this is not a good use of a PCSO's time. The PCSO should be spending his time on operational Police matters rather than writing reports. Therefore, it is likely that the Beat Manager's report, together with oral reporting at Parish Council meetings, will continue.

Det. Sgt. Morris will attend the July meeting to finalise the SLA and sign the contract between the Parish Council and Cheshire Constabulary.

12.2 PCSO Covering Maternity Leave

To report that PCSO Callum Green is currently covering PCSO Vicky Moulton's maternity leave.

13 FINANCIAL MATTERS

13.1 Authorisation of Payments

DECISION REQUIRED: To approve the following payments.

A Parish Council Payments

£926.10	Mrs C M Jones	Net salary – May 2018
£294.26	HMRC	£231.40 Tax and £62.86 Employer's NI
£15.00	A J Hardy Ltd	Monthly payroll service.
£80.00	C Willetts	Website support
£875.50	M Webster & Son Ltd	Grounds maintenance (£729.58 net and £145.92 VAT)
£68.28	C M Jones	Reimbursement for purchase of one post-box
£235.00	The Leaflet Team	Delivery of quarterly newsletter

The following invoices relating to the upgrading of the Village Hall require authorisation at this meeting. As noted, two are to be paid immediately, with the remaining two being withheld until completion of the work.

£29,509.10	Construction Linx	See below for details of the four invoices submitted.
Invoice 8300	£6,836.40	Toilets upgrading (£5,697.00 net and £1,139.40 VAT)
Invoice 8301	£12,505.63	Toilets upgrading (£10,421.36 net and £2,084.27 VAT)

Invoice Nos. 8300 and 8301 need to be paid immediately

Invoice 8302	£1,767.47	Replacement ceiling (£1,472.89 net and £294.58 VAT)
Invoice 8303	£8,400.00	Completion of replacement ceiling (£7,000.00 net and £1,400.00 VAT)

Invoice Nos. 8302 and 8303 to be authorised and cheques signed, but to be withheld until completion of the work.

B Village Hall Payments

£7.20	ASH Waste Services	Fortnightly waste collection (£6.00 net and £1.20 VAT)
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13.2 Approval of Accounts – 2017-2018

DECISION REQUIRED: To approve the accounts for submission to the External Auditor.

The Parish Council is asked to approve the accounts for 2017-2018. These have been audited by JDH Business Services Ltd, the internal auditor, and have been considered by the Finance Committee.

A copy of the Annual Governance and Accountability Statement (AGAR) is enclosed.

☞

The order in which the sections are to be approved is specific. Section 1 (Annual Governance Statement) must be authorised first and the minutes must demonstrate this. In previous years, Clerks would complete the Annual Governance Statement on behalf of their Councils and submit it to their Parish Council for approval 'on the nod'. This year, however, PKF Littlejohn LLP (external auditor) has asked that all Local Councils be specifically asked to approve Section 1 to ensure that Members are fully aware of their responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the accounting statements. A copy of Section 1 is appended below for ease of reference.

	Section 1 of the AGAR (to be approved prior to Section 2)	Agreed	
		Yes	No
1	We have put in place arrangements for effective financial management during the year and for the preparation of the accounting statements.		
2	We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.		
3	We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.		
4	We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.		
5	We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.		
6	We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.		
7	We took appropriate action on all matters raised in reports from internal and external audit.		
8	We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.		
9	(For local councils only). Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s) assets, including financial reporting and, if required, independent examination or audit.	Yes	No

The period during which electors may inspect accounting records is 11 June – 13 July 2018. A notice to this effect will be added to the website and published in the notice-boards.

13.3 Appointment of Internal Auditor – 2018-2019

DECISION REQUIRED: To appoint an Internal Auditor for the accounts for 2018-2019.

The Parish Council is required to appoint an Internal Auditor on an annual basis. Given that the Finance Committee is satisfied with the internal audit service, Members are invited to re-appoint JDH Business Services Ltd.

14 HIGHWAY SAFETY

DECISION REQUIRED: To consider an appropriate location for a pedestrian crossing in the parish.

At the March meeting, the Parish Council raised the following concerns about road safety in the parish.

- ❖ There is no pedestrian crossing within the village. Although there is a proposed pedestrian crossing about to be constructed on Newcastle Road, this does not address the concerns within the village itself.
- ❖ There are no Crossing Guards (Lollipop Women/Men) to assist children crossing to the two schools.
- ❖ Some of the roads in the village are very narrow, which can make for difficulties in respect of highway safety. Main Road is particularly narrow and in the vicinity of Bargain Booze, large commercial vehicles and cars cannot pass each other without the need to mount the footway, thereby presenting a hazard for pedestrians. Moreover, in the vicinity of the Youth Club and the Village Hall (both on Main Road), this is also narrow and can sometimes make it difficult for pedestrians to cross owing to a blind spot on the bend.

The Cheshire East Road Safety Team has now responded as follows:

- The first point raised relates to the lack of a pedestrian crossing in the village. As the Parish Council has acknowledged, there is a pedestrian crossing which is proposed for Newcastle Road; however, **if the Council could advise of the particular location where it is considered a pedestrian crossing would be beneficial, CEH can, in turn, arrange for a Highways Engineer to undertake a site visit to assess the location. This will assist CEH to determine what actions to take, if any are required.**
- Crossing Guards: This is something which the Parish Council can discuss with Transport Service Solutions (TSS). Any request for a School Crossing Patrol must come direct from the school.
- Narrow Roads: Shavington, like many other villages within the Borough does have several narrow roads. Main Road itself has several residential frontages and there is no land available from which a wider footpath or carriageway can be constructed. There is, therefore, little which the Highway Authority is able to do about this matter.

15 MEASURES TO REDUCE SPEED OF TRAFFIC

DECISION REQUIRED: To consider expenditure on the following items, for which there is no budget.

15.1 Static Policeman

The Parish Council is invited to consider purchasing an additional static policeman.

There is no budget for this expenditure and Members are asked to consider how this should be funded, or to defer expenditure to the 2019-2020 budget.

15.2 30 mph Wheelie-Bin Stickers

The Parish Council is asked to consider if a quantity of 30 mph stickers for wheelie bins should be purchased as a means of drawing motorists' attention to the speed limit.

This matter was considered at the Parish Council meeting on 2 November 2016; the Parish Council decided against the proposal. Moreover, there is no budget provision for this in the current financial year.

16 COMMUNICATIONS COMMITTEE MEETING – 23 MAY 2018

DECISION REQUIRED: To approve the setting-up of public e-mail addresses for each councillor.

To receive the Minutes of the Communications Committee meeting held on 23 May 2018.

To follow

The Parish Council's attention is drawn to the following matters which were discussed at the meeting:

- To comply with the General Data Protection Regulation (GDPR) which came into effect on 25 May 2018, it will be necessary for each parish councillor to be provided with a dedicated 'public' e-mail address to ensure security of data.

The cost is expected to be £50-60 per month covering the cost of all twelve councillors. The companies which provide this service operate on-line with payment being made electronically by credit card.

Members are aware that the Parish Council is not able to be provided with a credit card through its bankers and for this reason, the Clerk has agreed to pay this on her own credit card, re-claiming at each Parish Council meeting.

- Enquiries are currently being made for the provision of a general phone number which would be used for all enquiries and be publicised as such. Initially, it would be routed through to the Clerk, but extensions can also be provided so that, for example, village hall enquiries can be diverted appropriately.
- Attendance at the Village Festival – 7 July 2018. The Communications Committee is arranging for the purchase of banners and T-shirts, using the Parish Council's logo, to provide a greater visibility at this annual event.

To ensure a high visibility for the Council, Members are asked to indicate if they plan to attend the Festival.

17 RECREATION AREAS IN THE PARISH – COMMITTEE TO BE ESTABLISHED

DECISION REQUIRED: To consider establishing a Committee with responsibility for overseeing recreational facilities in the parish.

The Parish Council is invited to set up a Recreation Committee which will have responsibility for overseeing the recreational facilities in the parish and making recommendations to the Parish Council. This would be a Committee set up under S.101 of the Local Government Act 1972 and would be a standing committee of the Parish Council.

The Committee's role would be to manage the Vine Tree Play Area, deciding on its opening/closing hours, rules for use, identification of potential grant funding and could give consideration to the type of equipment required to improve the play area. The Committee could also adopt a 'watching brief' over the Wessex Play Area, which is a CEC facility.

Draft Terms of Reference can be submitted to the next meeting. In the meantime, it is suggested that a Committee of no more than five councillors be appointed.

18 SCHEME OF MEMBERS' EXPENSES

DECISION REQUIRED: To consider adopting the Scheme of Members' Expenses.

The Parish Council is invited to adopt the enclosed Scheme of Members' Expenses.

To follow

19 WWI CENTENARY CELEBRATIONS

DECISION REQUIRED: To approve expenditure.

The Parish Council is asked to approve the following purchases which are to be used to publicise the WWI Centenary Event.

- 'Tommy' Sculpture – (£625.00) see attached photograph

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This is a 6 ft 'There But Not There' Logo. It weighs 11 kg and is 6 mm thick. The hollow outline is cut out of lightweight aluminium giving it strength and durability. It stands on a 500 mm x 500 mm base plate with four holes to allow it to be bolted or pegged into the ground. It will be shipped in a commemorative 'Tommy' box and can be bolted or pegged into the ground.

The cost is £625.00 for the sculpture; £26.30 for shipping; and £125.00 VAT (Total £776.30).

- Vinyl Banners

Ten 3m x 1m vinyl banners	£366.00
Printing/design work – up to	£495.00

20 VILLAGE HALL RAILINGS

DECISION REQUIRED: To consider if expenditure should be incurred during the current financial year to fund the painting of the railings at the front and side of the Village Hall.

The Parish Council is invited to consider if expenditure should be incurred during the current financial year to paint the railings at the front of the Village Hall and in the car park.

There is no budget for this expenditure and it was not taken into account when agreeing a budget of £2,500 for the WWI Centenary celebrations.

If the Parish Council is minded to approve this expenditure, Members are asked to identify an appropriate source of funding. An alternative is to add this into the draft budget for 2019-2020.

21 PARISH COUNCIL MEETINGS

DECISION REQUIRED: To consider if meetings of the Parish Council should take place in the Main Hall, rather than the upstairs Meetings Room.

The Parish Council is asked to consider if meetings should be held in the main hall at the Village Hall, rather than the upstairs Meeting Room.

Members will need to consider that as the acoustics of the main hall do not lend themselves well to enable all participants to hear the proceedings, it might be necessary to consider the purchase of acoustic screens which could be used to divide the meeting area from the remainder of the hall. There is no funding for this in the current budget.

22 REFERRAL OF ITEMS TO THE ENVIRONMENT COMMITTEE

DECISION REQUIRED: To agree to refer the following items to the Environment Committee.

These are two items which were referenced at the May meeting.

- **Litter-Bins**

To consider (a) the number of bins required; (b) locations for the bins; and (c) budget-heading to fund the bins.

- **Replacement Seats in the Parish**

To consider how many of the existing seats require replacement. There is no specific funding for this in the budget and wooden seats cost between £350-£600 each.

23 WYBUNBURY UNITED CHARITIES

DECISION REQUIRED: To appoint an Administrative Trustee to Wybunbury United Charities.

Councillor Sheila Cheshire has ceased to be an Administrative Trustee for Wybunbury United Charities. The Council is asked to appoint to this position.

Full details of the activities of Wybunbury United Charities was provided in a report issued with the agenda for the meeting held on 7 March 2018.

INFORMATION ITEMS

24 MINUTES OF THE FINANCE COMMITTEE MEETING – 30 MAY 2018

To receive the Minutes of the Finance Committee meeting held on 30 May 2018.

The Finance Committee reviewed the internal audit arrangements and is satisfied that there is a sound system of internal control, including the preparation of the accounting statements for the year 2017-2018.

25 QUARTERLY INSPECTION OF VINE TREE PLAY AREA

To report that ANSA (CEC Independent Arm) has confirmed that it can undertake quarterly inspections of the Vine Tree Play area.

The charge would be £47.50 per quarter and they would produce a report highlighting any findings and proposed tasks to rectify. ANSA can also provide an annual inspection, which is recommended, and this would be a more detailed inspection of the play area. It is expected that this cost would be around £60-70 but ANSA cannot confirm until later in the year when they undertake their own inspections.

In view of this, and as the cost is below the financial limit which requires a Parish Council decision, the Clerk consulted with the Chairman who has agreed to this arrangement.

As the quarterly inspection is now overdue, the Clerk has asked ANSA to carry out the first inspection at the earliest opportunity.

It should be noted that the arrangement does not include the repair of any equipment and the Council will need to consider this.

26 HS₂ COMMUNITY EVENTS

Mr Atteridge has provided the enclosed extract from Nantwich News relating to community events, one of which will take place in Crewe on Tuesday, 10 July 2018, between 2.00 pm and 8.00 pm at Crewe Alexandra's FC stadium, on a drop-in basis.

In addition, the Clerk has received a flash-drive from www.gov.uk/hs2 and this can be made available to Members.

27 CALENDAR OF PARISH COUNCIL MEETINGS – 2018-2019

To report that the calendar approved at the meeting held on 2 May 2018 did not take into account the fact that there are local elections in May 2019. For this reason, the Parish Council Annual meeting must be held after the elections and the meeting scheduled for 1 May 2019, has, therefore, been moved to 8 May 2019.

28 ALLOTMENTS – GRESTDY LANE

The Heads of Terms and a copy of the lease relating to the allotments on Gresty Lane has now been received from CEC. The Clerk has not yet had the opportunity to review the documents but will report to the July meeting.

29 SHARED ITEMS

Members are reminded that 'Shared Items' is a means of exchanging information but does not replace the need for decision items to be placed on the agenda.

If Members wish to request an item to be added to the agenda, the Clerk should be notified at least six working days before the meeting.

30 DATE OF NEXT MEETING

4 July 2018

31 EXCLUSION OF PRESS AND PUBLIC

The Council is invited to RESOLVE that in accordance with Paragraph 1 (2) of The Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting during consideration of the following item owing to the confidential nature of the business to transacted and the public interest would not be served in disclosing that information.

DECISION ITEMS

32 CLEANER FOR THE VILLAGE HALL

(Reason for exclusion: Relates to the contractual arrangements between the Parish Council and the cleaning contractor.)

DECISION REQUIRED: To consider interim arrangements for cleaning the hall.

To report that the current cleaner of the Village Hall has given notice that she is no longer able to continue with this work.

The Clerk's report is enclosed.

33 PURCHASE OF AUTOMATED EXTERNAL DEFIBRILLATOR

(Reason for exclusion: Commercial sensitivity)

DECISION REQUIRED: To approve a quotation for the purchase of an AED.

To consider quotations for the purchase of an automated external defibrillator (AED) and temperature-controlled cabinet to ensure that it can be fixed to the outside wall of the Village Hall.

At the time of publication of the agenda, the quotations are not yet available, but will be issued under separate cover.

INFORMATION ITEMS

34 VILLAGE HALL UPGRADING PROJECTS

(Reason for exclusion: The possibility of revealing information in respect of the contract between the parish Council and the contractors)

34.1 The Clerk will update the Parish Council in respect of progress on the upgrading projects at the Village Hall.

34.2 Ceiling Painting

To agree a quotation submitted by the decorating contractor. This was detailed as an option on his quotation which was accepted by the Parish Council on 6 December 2017.

35 SITE ALLOCATIONS (See also item 7 above)

(Reason for exclusion: Information has been restricted by CEC)

Councillors Buchanan and Hancock are invited to share with Members the information which is not yet in the public domain.