

BROCTON PARISH COUNCIL

www.broctonparishcouncil.gov.uk

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31 May 2018

To: All Council Members

A meeting of Brocton Parish Council will be held on Wednesday, 6 June 2018 at Brocton Village Hall, Old Acre Lane, Brocton commencing at 7.30pm when members of the public are invited to attend.

Jill Davies, Clerk

AGENDA

1. **To receive Apologies**
2. **PUBLIC OPEN SESSION**
3. **To receive Declarations of Interest**
4. **Minutes.**
 - a. To approve as a correct record Minutes of the Parish Council Meeting held on 2 May 2018
5. **Matters Arising from the Minutes**
 - a. Donated seat – update from Clerk
 - b. Bin at bus stop on A34 - update from Clerk
6. **Planning Matters: to note previous decisions made by the Planning Authority and to consider any new applications if received prior to the meeting.**
 - a. No planning applications received.
7. **Playing Field:**
 - a. To receive inspection report from Cllr Mrs B Smith
 - b. To discuss ongoing maintenance arrangements for safety tiles – update from Cllr Middleton
 - c. Basketball net – replaced.
8. **Defibrillator**
 - a. To discuss next steps
9. **GDPR – Clerk is continuing to work on this**
 - a. Retention Policy and Schedule
 - b. Documents to be approved and adopted:
 1. Information Data Protection Policy -
 2. Consent Form
 3. Privacy Notices
 4. Subject Access Request
 5. Data Breach Reporting Form
 - c. Email addresses for Councillors – Cllr Finlay investigating
10. **Standing items – to discuss**
 - a. Developing a Community Based Approach – approach to volunteers
 - b. Village Hall – representative from Parish Council
 - c. Cannock Chase – any update?
11. **Finance**
 - a. To approve accounts for payment.
12. **To receive Correspondence**
 - a. Communication from Stafford Borough Council – Planning & Compulsory Purchase Act 2004 (As Amended)
 - b. Communication from Stafford Borough Council – 3-year plan
 - c. Letter from Stafford Railway Building Society
13. **Village Matters – update/to discuss**
 - a. Bus shelter repairs – delay to repairs
 - b. Condition of grass verges – communication sent to Staffordshire County Council – update from Cllr Francis
 - c. Repairs to Service road on A34 – update from Cllr Francis
 - d. HGV's in restricted areas and tractor operators on mobile phones
 - e. Public Bridleway No.20 (Brook Lane) – update from Cllr Middleton
 - f. Brocton Business Park – rubbish/litter

Date of next Meeting – 4 July 2018