

NOTICE IS HEREBY GIVEN, and Members are summoned to attend the meeting of Brookenby Parish Council to be held at Brookenby Community Centre, Kent Road, Brookenby on **Tuesday 2nd April 2024 at 7.00 p.m.**

Prior to the commencement of the meeting there will be a public forum for a maximum of 15 minutes when members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. This must be done in the public forum , and members of the Public cannot interrupt the business of the meeting at other times, unless Standing Orders are suspended by the Chair of the Council. The business to be dealt with at the meeting is listed in the agenda.

This council supports the rights of anyone to record this meeting but advises that anyone so recording cannot disrupt the meeting, by means of the recording, and expresses the hope that the person (or persons) carrying out the recording have obtained the necessary legal advice, for themselves, to ensure they understand the rights of anyone present who does not wish to be filmed or recorded.

AGENDA

1. To receive apologies for absence
2. To receive declarations of interest under the Localism Act 2011- being any pecuniary or non-pecuniary interest in agenda items not previously on members' Register of Interests
3. To receive any reports from external organisations to include Ward Councillor and Police
4. To approve the minutes of the Council Meeting held on 5th March 2024
5. Finance Matters incl:
 - To approve payment of the Schedule of Payments
 - Receipts
 - Bank Reconciliation
 - To formally confirm and record the amount of the 2024/5 Precept Claim as being £25,480
6. To discuss Brookenby Allotments and resolve on any action to be taken
7. To discuss Children's playground issues and resolve on any action to be taken.
8. To discuss the Interim Audit Report and resolve on any action to be taken

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9. To discuss the updated Complaints Procedure Policy and resolve on any action to be taken.
10. To discuss the updated Abusive Persistent and Vexatious Complaints Procedure Policy and resolve on any action to be taken.
11. To discuss the Councillor Vacancy Policy and resolve on any action to be taken
12. To discuss the Data Protection Policy and resolve on any action to be taken
13. To discuss the GDPR Data Breach Policy and resolve on any action to be taken
14. To discuss the GDPR Security Checklist and resolve on any action to be taken
15. To discuss the Retention of Documents and Records Policy and resolve on any action to be taken.
16. To discuss the Subject Access Request Policy and resolve on any action to be taken
17. To discuss the Volunteer Policy and resolve on any action to be taken
18. To discuss the updated Discipline Policy and resolve on any action to be taken.
19. To discuss Wolds Community Activity Group proposals for outside activity equipment and resolve on any action to be taken.
20. To approve the Asset Register
21. Clerk's Report
 - Community Centre
 - Correspondence Received
22. To resolve to move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed in relation to the following: -

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To consider contractual arrangements and fees for the hire of Parish Council premises and consider a way forward

Date of the next meeting will be 07/05/24

Chris Bowles, Clerk to the Council

26/03/2024