

**PARISH COUNCIL OF BUGTHORPE AND KIRBY UNDERDALE**

Notice of Meeting to be held on Monday 11 March 2019 at 7.30pm at Kirby Underdale Village Hall

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**A G E N D A**

1. Apologies for Absence.
2. Minutes of the last Meeting held on Monday 3 December 2018 to be approved and signed as a true record.
3. Declarations of Interest – The Parish Councils (Model Code of Conduct) Order 2001. To record any declarations of interest by any member in respect of items on this Agenda.
4. Matters Arising from the last Meeting.
  - a. Potholes - Clerk to report.
  - b. Signage on A166 – Clerk to report.
  - c. Dog fouling in Bugthorpe – Councillor Crow to report
  - d. Planning application for extension to Estate Office – Clerk to report.
  - e. Proposed new Category C Prison at Full Sutton – the Clerk has objected to this proposal on behalf of the Parish Council and other parishioners have submitted objections personally. The planning application is likely to go to Planning Committee on 7 March 2019 and the Clerk will be in attendance.
5. Other Matters.
  - a. Consideration and adoption of the following policies:
    - i. Complaints Procedure
    - ii. Data Protection Policy
    - iii. General Privacy Notice – for web site
    - iv. Privacy Notice for Staff, Councillors and Role Holders
    - v. Information Publication Scheme
    - vi. Media Policy
    - vii. Model Standing Orders
    - viii. Financial Risk Assessment
  - b. Village Taskforce Walkabout 16 May 2019.
  - c. Parish Council Election – 2 May 2019  
Nomination Forms to be completed and returned to the Clerk.  
Deadline for delivery to County Hall, Beverley – 4pm on 3 April 2019
  - d. Water leak on verge at Kirby Underdale - Clerk to report
6. Correspondence – see list.
7. Any Other Business.
8. Date of Next Meeting.

## Correspondence List:

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|---------------|---|
| December 2018 | 1. Letter from Under Fives  |
|               | 2. HM Prison & Probation Service information                                |
|               | 3. East Riding of Yorkshire Council – Planning Application                  |
|               | 4. East Riding of Yorkshire Council – ERSAB Newsletter                      |
|               | 5. NALC salary awards   |
|               | 6. East Riding of Yorkshire Council – Precept Tax Base letter               |
|               | 7. ERNLLCA – responsible Financial Officer                                  |
|               | 8. NALC – help to promote elections   |
| January 2019  | 9. East Riding of Yorkshire Council – Prison planning proposal<br>+ letters |
|               | 10. East Riding of Yorkshire Council – Fly tipping                          |
|               | 11. East Riding of Yorkshire Council – Community led housing                |
| February 2019 | 12. East Riding of Yorkshire Council – Register of Electors                 |