



**You Are Hereby Summoned to the Noak Bridge Parish Council AGM  
which will be held on Tuesday 22<sup>nd</sup> May 2018 commencing at 7.30 p.m. at  
Noak Bridge Village Hall, Coppice Lane, Basildon, Essex, SS15 4JS when it is  
intended to transact the following business.**

**Open to Press & Public**

**Terri Sargent (Chairman)  
16<sup>th</sup> MAY, 2018**

**AGENDA**

- 18/380 ELECTION OF CHAIRMAN FOR THE CIVIC YEAR 2018-19**  
Chairman to sign the Declaration of Acceptance of Office witnessed by the Clerk.
- 18/381 ELECTION OF VICE CHAIRMAN:**
- 18/382 APOLOGIES FOR ABSENCE:**
- 18/383 UPDATE ON MEMBERS' INTEREST/GENERAL NOTICE OF REGISTRABLE INTERESTS.**  
Members to complete new Register of Members' Interests.
- 18/384 DECLARATIONS OF INTEREST:**  
To receive any declarations of disclosable pecuniary interests, other pecuniary interests or non-pecuniary interests by Members relating to any agenda items.
- 18/385 MINUTES OF PREVIOUS MEETINGS:**  
To receive and approve the minutes of the Meeting of Noak Bridge Parish Council which was held on Tuesday 17<sup>th</sup> April 2018.
- 18/386 REVIEW AND ADOPT STANDING ORDERS AND RATIFICATION OF FINANCIAL REGULATIONS:**  
a) New NALC Model Standing Orders for 2018 - Noak Bridge Parish Council's Standing Orders updated to incorporate the changes;  
b) Financial Regulations - no changes to those adopted in March 2018.
- 18/387 TO ACCEPT RECORD OF ATTENDANCE FOR PRECEDING YEAR:**
- 18/388 MEMBER REPRESENTATION AND RESPONSIBILITY:**  
Outside Bodies: ABLC, Local Council Liaison Committee  
Monitoring/Scrutiny: Finance, Audit, Projects, Newsletter, GDPR, CCTV, FOI, Health/Safety, PROW, Planning.
- 18/389 FENCING INSTALLATION AROUND DOG AGILITY COURSE:**

- 18/390 GENERAL DATA PROTECTION REGULATION:**  
 a) Members to note changes to the Government Bill in relation to Parish Councils and the appointment of a Data Protection Officer (DPO);  
 b) Members to receive a copy of the NALC Toolkit.

- 18/391 RESIGNATION OF CLERK AND ADVERTISE APPOINTMENT OF NEW CLERK:**  
 Members to note and accept resignation of Clerk on 25th April 2018 and to approve new appointment advertisement for publication.

- 18/392 INTERNAL AUDIT REPORT FOR 2017-18:**  
 Members to note internal audit carried out on 20th May 2018 and to review information.

- 18/393 LOCAL PLAN WORKING PARTY UPDATE:**

- 18/394 BANK DETAILS/FINANCE:**  
 1) Monthly Budget Financial Report - Members to consider current expenditure against budget  
 2) Update on VAT Claims 2015-16, 2016-17 and 2017-18.  
 3) Payments:

Payee – Cheques to approve and sign at meeting	Amount
Clerk wages (May)	Figure available at meeting
Clerk expenses (May)	Figure available at meeting
HMRC - In relation to Clerk salary (May)	Figure available at meeting
ASAP Office Services – payroll (Apr-May)	£29.99
Came & Company Insurance 2018-2019	£918.52

- 18/395 PLANNING APPLICATIONS APPLICATIONS:**  
**18/00461/FULL. Location 11 Saling Green, Noak Bridge**  
 Proposed retention of loft extension incorporating a rear dormer  
**18/00487/FULL. Location: 15 Gate Lodgeway, Noak Bridge**  
 Demolition of existing conservatory and construction of a single storey rear extension  
**PLANNING APPLICATIONS DECIDED:**  
**18/01613/FULL. Location: 80 Lower Street, Noak Bridge**  
 Install replacement UPVC windows - **Refused**

- 18/396 POWERS FOR DEALING WITH UNAUTHORISED DEVELOPMENT AND ENCAMPMENT**  
**MINISTRY OF HOUSING CONSULTATION - COMMUNITIES AND LOCAL GOVERNMENT:**  
<https://www.gov.uk/government/consultations/powers-for-dealing-with-unauthorised-development-and-encampments>.  
 Response to consultation.

- 18/397 PUBLIC PARTICIPATION – 20 MINUTES MAXIMUM:**

- 18/398 BOROUGH/COUNTY COUNCILLORS' REPORT:**

- 18/399 TO NOTE CORRESPONDENCE:**  
 To note correspondence received.

- 18/400 DATE OF NEXT MEETING:**  
 To note the date of the next meeting, Tuesday 19<sup>th</sup> June 2018 at 7.30pm.