

NOTICE OF SHACKLEFORD PARISH COUNCIL MEETING

15th May 2018

To the Councillors of Shackleford Parish Council - your attendance is requested at a meeting of the Council at 7.30pm on Tuesday 27th March 2018 in the ACORNS Room at the Shackleford Centre, School Lane, Shackleford. Please let me know if you are unable to attend.

Kate Lingard Clerk to the Council

Contact: shacklefordclerk@gmail.com

PUBLIC SESSION

Local residents are welcome to attend and raise any relevant issues or concerns informally.

AGENDA

1. **Apologies for Absence**
2. **Election of Chairman including signing of Acceptance of Office Form**
3. **Election of Vice Chairman**
4. **Register of interests** – reminder to all councillors to update their registers if there are any changes
5. **Declarations of Interest** - members are requested to disclose personal or prejudicial interests they may have in the items on the Agenda
6. **Minutes of meeting held on 27 March 2018** – to be approved and signed
7. **Matters Arising** (for information only)
8. **County and Borough Councillors**
9. **Highways and Byways** – latest update on issues
10. **St. Mary's Church**
11. **Village Car Park** – to discuss the issue of abandoned vehicles
12. **Planning** – to discuss the development of land between Aaron's Hill and Halfway Lane Godalming
13. **Data Protection** - Review data held by SPC, the progress with the new website and emails and the production of SPC Data Protection and appointment of DPO
14. **Finance**
 - (a) **Annual Governance and Accountability Return** – to review, approve, sign and date the following documents (circulated in advance by the clerk):
 - (i) **Section 1 Annual Return – Annual Governance Statement 2017/2018**
 - (ii) **Section 2 Annual Return – Accounting Statements 2017/2018**
 - (iii) **Certificate of Exemption**
 - (iv) **Bank Reconciliation as at 31 March 2018**
 - (v) **Asset Register as at 31 March 2018**

The AGAR and SPC accounts/records will now go to the internal auditor and the relevant financial information will be published on the website in line with new guidelines.

- (b) **Receipts** – to note the following income

Date	Amount	Description of income	VAT	Payor
9/04/18	£4816	Precept	0	Guildford Borough Council

- (c) **Expenses** – to approve the following payments:

Date	Amount	Reason for expenditure	VAT	Payee
15/5/18	£3150	Speed Sign – funds already received from Councillor Furniss from his Members Allocation for the sign	525	Westcotec
15/5/18	£150.79	Clerk's expense including ink and paper	0	Kate Lingard
15/5/18	£25	Hall Hire	0	Acorns Nursery School
15/05/18	£4129.80	Roundabout and labour – £2000 funds already received from The Postcode Lottery and the rest to be matched by GBC under concurrent funding	688.30	Eibe Play Ltd
15/5/18	£206.70	Annual subscription to SSALC	0	Surrey ALC Limited
15/5/18	£499.14	Annual insurance policy	0	Came & Company

15. Other Correspondence

16. **Next meetings:** July 3rd, September 11th and November 6th

DATED 8/5//18