

# LEIGH PARISH COUNCIL

Clerk to the Council: Mrs Louise Kleinschmidt

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To: The Members of Leigh Parish Council

27<sup>th</sup> April, 2021

**You are required to attend the Leigh Annual Parish Council Meeting  
to be held on Tuesday 4<sup>th</sup> May 2021 at 8.00pm via Zoom**

## AGENDA

### Closed Session:

1. Election of Chairman for year 2021/22
2. Election of Vice-Chairman for year 2021/22

**The Closed Session will be suspended for the Open Session**


### Open Session:

1. To hear reports from County and District Councillors
2. To hear questions from members of the public

### Closed Session:

3. To accept apologies for absence
4. Declaration of Disclosable Pecuniary Interest / Non-Pecuniary Interest on matters to be discussed
5. To approve minutes of the Leigh Parish Council Meeting held on Monday 12<sup>th</sup> April 2021
6. Appointment of Committees and representatives to other bodies (attached)
7. To confirm that the Parish Council is eligible to use the General Power of Competence
8. To discuss current legislation regarding Parish Council meetings and to decide whether to continue to meet remotely or in person after 6<sup>th</sup> May 2021
9. To review the following policies and procedures:
  - i. Leigh Code of Conduct
  - ii. Leigh Standing Orders
  - iii. Leigh Finance Regulations
  - iv. Social Media Policy
  - v. Press & Media Policy
  - vi. Procedure for Handling Complaints
  - vii. Procedure for Handling Anonymous Letters
  - viii. Pre-Planning Advice Policy
  - ix. Safeguarding Policy
  - x. GDPR:
    - i. Document Retention & Disposal Policy
    - ii. Email Data Privacy Notice
    - iii. Information & Data Protection Policy
    - iv. Inventory of Personal Data Captured, Stored and Processed
    - v. List of Documents for Retention or Disposal
    - vi. Management Transferable Data Policy
    - vii. Members & Employee Privacy & BYOD Acceptable Use Policy
10. Planning:
  - i. To consider applications received
  - ii. To report SDC planning application decisions
11. The Green
12. Highways
  - i. To discuss the refurbishment of the circular seat around the oak tree on Powdermill Lane and the bench by the bus shelter
13. Rights of Way:
  - i. To hear update regarding the application to divert SR427 to join SR426 between Killick's Bank Cottage and Ensfield Road

14. Powder Mills
15. To discuss the Leigh Allotment Gardens
16. To discuss Leigh Village Halls and the Parish Council's responsibilities as Custodian Trustee
17. To discuss the Family Fun play events on The Green 2021
18. To discuss the Rural Swathe and Visibility Cutting Contract 2021
19. To discuss correspondence received
20. Finance:
  - i. To discuss application for grant from Leigh Ladies Choir towards their summer concert: £500
  - ii. To discuss and approve insurance policy renewal from 1<sup>st</sup> June 2021
  - iii. To approve list of payments
21. Items for reporting or inclusion in future agenda

A handwritten signature in blue ink, consisting of several loops and a final flourish.