

LEIGH PARISH COUNCIL

Clerk to the Council: Mrs Louise Kleinschmidt

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To: The Members of Leigh Parish Council

25th April, 2022

**You are required to attend the Leigh Annual Parish Council Meeting
to be held on Tuesday 3rd May 2022 at 8.00pm in the Small Hall, High Street, Leigh**

AGENDA

Closed Session:

1. Election of Chairman for year 2022/23
2. Election of Vice-Chairman for year 2022/23

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 4th April 2022
6. To hear report of the Annual Parish Meeting held on Monday 25th April 2022
7. Appointment of Committees and representatives to other bodies (attached)
8. To confirm that the Parish Council is eligible to use the General Power of Competence
9. To review the following policies and approve the Finance Committee's recommendations for change:
 - 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 Correspondence
 - 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
 - i. To discuss quote for maintenance of the benches on The Green
12. Highways & Rights of Way
13. Powder Mills
14. Charcott
15. To discuss the Rural Swathe and Visibility Cutting Contract 2022
16. To discuss the Queen's Platinum Jubilee 2nd to 5th June 2022 and approve associated costs
17. To discuss correspondence received

18. Finance:
 - i. To report the decision made on the review of the Clerk's job specification and spinal column point
 - ii. To discuss and approve insurance policy renewal from 1st June 2022
 - iii. To approve list of payments
19. Items for reporting or inclusion in future agenda

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