

# Whessoe Parish Council

---

Notice is hereby given that a Meeting of WHESSOE PARISH COUNCIL will be held on MONDAY 26<sup>TH</sup> MARCH, 2018 AT 7.00 P.M. in WHESSOE PARISH HALL for the purpose of transacting the business listed in the agenda below.

## AGENDA

Item	Subject	Lead Officer	Papers
1	Apologies for Absence		
2	Declarations of Interest		
3	Neighbourhood Development Plan (NDP) - Visit by Margaret Ellerton/Sue Clark to share their experience of developing a NDP		
4	Minutes of the Parish Meeting of Whessoe Parish Council held on 29.1.18		Attached
5	Matters Arising		
6	Parish Councillor Vacancies		
7	Risk Management Plan and Policies – To Review in advance of the Annual Meeting: a. Health & Safety Risk Assessment b. Whessoe Parish Hall Fire Risk Assessment c. Risk Management Plan (agreed at 29.1.18 Meeting)		Attached Attached
8	Financial Statement 2017-18 (as at 13.3.18)	JB	Attached
9	Budget Statement 2017-18 (as at 13.3.18)	JB	Attached
10	Bank Reconciliation 2017-18 (as at 13.3.18)	JB	Attached
11	Planning Applications – Log of Planning Applications	JB	Attached
12	Planning Applications – Berrymead Farm and Burtree Lane		
13	Darlington Local Plan 2016 to 2036		
14	General Data Protection Act: To discuss actions required to ensure compliance with legislation		
15	Whessoe Parish Council Meetings: To discuss frequency of meetings and protocols for agreeing matters by correspondence	SG	
16	Correspondence & Feedback from Meetings		
17	Communications: <ul style="list-style-type: none"><li>• Website</li><li>• Facebook</li><li>• Notice Boards</li><li>• Annual Parish Meeting</li></ul>		

- |    |   |    |          |
|----|---|----|----------|
| 18 | Whessoe Parish Hall – Management & Reporting Requirements |    |          |
| 19 | Whessoe Parish Hall – Maintenance and Contracts           | SG |          |
| 20 | Whessoe Parish Hall – Bookings:                           |    |          |
|    | a. Hall Bookings Schedule                                 | JB | Attached |
|    | b. Review of Terms & Conditions for Hall Bookings         | JB | Attached |

**The following item will be discussed in confidence:**

- |    |   |  |              |
|----|---|--|--------------|
| 21 | Whessoe Parish Hall – Grounds Maintenance Contract: To review quotations and award contract       |  | To Be Tabled |
| 22 | Date and time of next meeting:  |  |              |
|    | Annual Meeting - Monday, 21 <sup>st</sup> May, 2018 at 7.00 pm, Meeting Room, Whessoe Parish Hall |  |              |

**Contact**

Name: Julie Bell – Parish Clerk  
 Telephone: 01325 241242  
 E-mail: jbellwpc@gmail.com

**Copies of Agendas and Minutes are also available from:**

Whessoe Parish Council Website – [www.whessoeparishcouncil.org.uk](http://www.whessoeparishcouncil.org.uk)

