**FARNHAM ROYAL PARISH COUNCIL**

To: All Farnham Royal Parish Councillors

**YOU ARE SUMMONED TO ATTEND A MEETING OF FARNHAM ROYAL PARISH COUNCIL TO BE HELD ON MONDAY 21st MAY 2018 AT 7.30 P.M. IN FARNHAM COMMON VILLAGE HALL**

**The meeting is open to the public and press** and the first 15 minutes will be reserved for public comment.

**AGENDA**

1. To elect a Chairman (and Declaration of Acceptance of Office)
2. To elect a Vice Chairman
3. Apologies for absence
4. To confirm the minutes of the meeting held on 23rd April 2018 and Matters Arising
5. To appoint members and review terms of reference of :-
   1. Finance Committee and Planning
   2. Open spaces working group
   3. Rights of Way Liaison Group
   4. Play Area working Group
   5. Kingsway Green working group
   6. Community Assets Working Group
   7. Signage manager
6. To appoint the Outside Bodies’ representatives for the coming year:-

6.1 Local Area Forum

6.2 Farnham Common Sports Club

6.3 The Farnhams’ Magazine - and receive update on Farnhams Magazine

6.4 The Burnham Beeches Consultative Committee

6.5 South Bucks Association of Local Councils

1. To agree meeting dates for 2019
2. To agree a donation of £500 to help organise the local Big Picnic Event
3. To approve the proposal for more Christmas lights
4. To consider and agree actions recommended by the Open Spaces working group:-

10.1 To engage external services to inspect roads and monitor devolution contract

10.2 To engage a solicitor to write to L&Q about Ingrams and Boundary Copse accesses

10.3 To agree a programme to cut back hedges under the Devolution Contract particularly the hedge in Church Road.

1. Finance:

11.1 To approve payments and note receipts, as per the cashbook

11.2 To approve a new Document Retention and Data Management policy re GDPR

11.3 To review Standing Orders, Code of Conduct, Asset Register, Risk assessment, Finance Regulations and policies of the Council particularly to pre application meetings

11.4 To review the budget for 2018-19 and ring fence reserves

1. To consider a request by FCSC for a donation of £2,000 towards the reconstruction of the groundsman’s sheds and to discuss signage
2. Planning - To note the comments on recent Planning applications and decisions
3. Any Other Business / Next meeting: 25th June 2018 at Farnham Royal VH

Signed: **Hilda Holder** Mrs K H Holder, Clerk Dated: 16th May 2018