



# KETLEY PARISH COUNCIL

TELFORD, SHROPSHIRE

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15 March 2018

To: all Members of the Resources Committee

You are summoned to a meeting of **Ketley Parish Council's Resources Committee** on **Tuesday 20 March 2018** commencing **6:30pm** at **Ketley Community Centre** for the purposes of transacting the following business.

Yours sincerely

*Emma Atwell*

**Emma Atwell**  
Clerk to the Council

## AGENDA

1. **WELCOME**
  2. **TO RECEIVE APOLOGIES FOR ABSENCE AND OBTAIN THE NECESSARY APPROVAL**
  3. **DISCLOSURE OF PECUNIARY INTERESTS**
  4. **APPROVAL OF MINUTES OF RESOURCES COMMITTEE HELD ON TUESDAY 30 JANUARY 2018 – attached**
  5. **KETLEY COMMUNITY CENTRE**
    - i) Clerk to provide a verbal update report on proposed building works
    - ii) Clerk to provide an update on marketing and bookings
    - iii) To review and discuss cleaning arrangements for the Centre
  6. **GARDEN OF REST**
    - i) Clerk to present a report on improvement works required
    - ii) To agree new Electricity contract
  7. **GENERAL DATA PROTECTION REGULATIONS**

Clerk to present an update report of the GDPR requirements – to follow
  8. **TRAINING & DEVELOPMENT**

Clerk to provide an update on training requirements and arrangements
  9. **AGENDA ITEMS FOR NEXT MEETING**
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**10. DATE OF NEXT MEETING**

Tuesday 22 May at 6:30pm

**11. Notification of Private Session under Schedule 12a, Local Government Act 1972, the following items are likely to disclose exempt information in relation to establishment and contractual matters and that pursuant to provisions of the Public Bodies (Admissions to Meetings) Act 1960 the public and press be excluded.**

- I. Staff leave arrangements
- II. Acting Clerk remuneration