

Peasemore Parish Council Meeting

Tuesday 26th June 2018

at 7.30pm

Peasemore Pavilion

MINUTES

In attendance: AC, AF, GP, EAP, Susan Ellis (BALC)

1. Apologies for absence: RW
2. Declarations of interest: None
3. Approve minutes of last meeting (23/5/18) – approved

4. General Data Protection Regulations (“GDPR”)

Presentation by Susan Ellis (“SE”)

SE, via the BALC DPO Consultancy Service , is our Data Protection Officer (DPO)

Data controller is the Parish Council

SE will email a draft Privacy Notice and draft Document Retention Register

PC will appropriately amend both and then publish them

PC needs to check it is registered with ICO – **AC to action**

5. Approval of Annual Return 2018

- i. Reviewed Risk Register. Noted records risk section should be checked to ensure compliance with GDPR and whether PPC has an up to date Freedom of Information Act (“FOI”) Publication Schedule.
AF to review relevant parts of the Risk Register.
- ii. Having taken advice, the PC declared itself exempt from external audit.
- iii. Sections 1 & 2 of the Annual Return were completed.

AF to send Certificate of Exemption to external auditor and arrange for the required information to be published on the PC website.

6. Treasurers Report (see Appendix 1)

- Payments approved

7. Open public forum (members of the public may raise any item for discussion): None

8. Any other business:

(a) concerns were raised about the proliferation of microlites and of pigeons;

(b) EAP will contact Scoffel with a view to getting them to cut bit of grass by pavilion