



Goostrey Parish Council

FINANCE COMMITTEE MEETING

MINUTES of the MEETING on TUESDAY 26th JUNE 2018, at 7.00pm in the VILLAGE HALL LOUNGE

Present: Cllrs O'Donoghue (IO'D) (Chairman), McCubbin (CMcC) (Vice Chairman), Bennett (RB) and Rathbone(TR)

In attendance: S Jones, Clerk to the Council

1. **Declaration of Interests** - None
2. **Apologies for absence** - None
3. **Minutes of meeting of 14th May 2018** - The minutes of the meeting on 14th May 2018, were accepted as a true record of the meeting.
4. **Matters arising from the minutes** – There were no matters arising from the minutes.
5. **Draft Unaudited Accounts for Quarter 1 - 2018/19** - The Draft Unaudited Accounts for Quarter 1 - 2018/19 were accepted by the Finance Committee. The Committee resolved to recommend to the Parish Council that the accounts be approved.
6. **Financial position vs. budget for Quarter 1 - 2018/19** - The Financial Position vs Budget for Quarter 1 – 2018/19 was accepted by the Finance Committee. The Committee resolved to recommend to the Parish Council that the report be approved.
7. **Tablet PC's – Meeting Papers**

Cllr O'Donoghue canvassed the opinion of members of the Finance Committee regarding the provision of meeting papers. Most meetings involve a copy of the Agenda and previous minutes to be provided to each councillor plus any reports for the meeting. The majority of these papers are discarded immediately after the meeting.

As all papers are now kept electronically and must be printed out for the meetings, IO'D asked if Councillors had a tablet pc or an iPad which they would be happy to bring to meetings to use to view the meeting papers? The response from the committee was favourable but the electronic copy of the papers would have to be compiled into one pdf file and the pages numbered so that navigating the document was easy during the meeting. This pack could also be made available prior to the meeting for members of the public with the only exclusion being confidential items.

Any Councillors who do not have a suitable device would need to register with the Clerk for a printed copy of the meeting papers.

8. General Data Protection Regulation

- **Privacy Policy** - There is a requirement for the Parish Council to have a privacy policy which is published on the website and a privacy statement which is a short version to be appended to documents issued by the Council where personal data is requested. This statement will refer to the main privacy policy on the website.
The Clerk had previously distributed to the members of the Committee a copy of the short statement and the privacy policy which were provided by Chalc. The members of the Committee had a few questions regarding the list of organisations that the Council might share personal data with and a contradiction of these in the privacy statement. Subject to satisfactory advice from Chalc the Finance Committee agreed to put the amended privacy statement and privacy policy to the Parish Council for adoption at the July meeting.
- **GDPR compliance module for the website** – There are a number of compliance criteria for the Parish Council web site in relation to GDPR. These include the publication of the Privacy Policy on the web site, the ability for web site subscribers to be able to control their own data kept on the web site and a cookie privacy policy with associated warnings on the web site. To add these to the website we can purchase a module at the cost of £199.00 from our site provider, Netwise. The Finance Committee agreed to go ahead with this purchase. Action: Clerk to put this item on the Payment Schedule for the July Parish Council meeting.

9. Minor Items and Items for the Next Agenda - There were no additional items.

10. Next meeting – 2nd October 2018

11. Close meeting.