

**Earith Parish Council**  
**Minutes of the Parish Council Extra Ordinary Meeting**  
**Held on Monday 11<sup>th</sup> June 2018 at 7.30pm**

Present – Councillors

Miss Ann Brennan (Vice Chairman)  
Mr Keith Hudson  
Mr Alan Spackman

Mr Jeff Nicholls  
Mrs Paula Brown  
Mrs Marilyn Russell

Mrs Mandy Pink – Clerk  
0 members of the public

In the absence of the Chairman, Miss Ann Brennan, Vice Chairman took the Chair and opened the meeting

**Item 1 Apologies for Absence** – Mr John Fulcher (Chairman), Mr Terry Rogers, Mr Allan Till, 2 vacant seats  
**Open Meeting**

**Item 2 Open Forum – No comments made**

(Close open Meeting)

(Open closed section of Meeting)

**Item 3 Councillors declaration of interest** – The Chairman drew the Councillors attention to the legal requirement that all interest should be declared following the Code of Conduct Localism Act 2011 c7.s27(3)(b) . – No declarations received

**Item 4 Earith Parish Council Data Audit to be noted** – Noted

**Item 5 General Data Protection Regulations (GDPR) Policy to be adopted** - Mr Alan Spackman proposed, and Mrs Marilyn Russell seconded that the policy be adopted. Resolved – All in favour

**Item 6 GDPR Retention Policy to be reviewed** – The Clerk has made amendments to the Policy under the guidance of the LCPAS. The policy was reviewed and accepted by the Council

**Item 7 GDPR Information Security Policy to be adopted** – Mr Alan Spackman proposed, and Mr Keith Hudson seconded that the policy be adopted. Resolved – All in favour

**Item 8 GDPR Media Policy to be adopted** – Mr Jeff Nicholls proposed, and Mrs Marilyn Russell seconded that the policy be adopted. Resolved – All in favour

**Item 9 Document list to be noted** – Noted

**Item 10 GDPR General Privacy Notice to be noted** – Noted

**Item 11 GDPR Privacy Notice for Employment to be noted** – Noted

**Item 12 Data Impact Assessments to be noted** – Noted

**Item 13 Subject Access Request Forms to be noted** – Noted

**Item 14 GDPR Personal Data Breach Policy to be adopted** - Mr Alan Spackman proposed, and Mrs Marilyn Russell seconded that the policy be adopted. Resolved – All in favour

**Item 15 Consent forms for Allotments and Hall Hire to be noted** – Noted

**Item 16 GDPR Awareness Checklist for Councillors to be completed** – All Councillors present completed the checklist and checklists will be given to those Councillors who were absent.

**Date of next Council Meeting – Thursday 5<sup>th</sup> July 2018**

Mrs Mandy Pink - Clerk  
These minutes are unadopted.

Date: 16<sup>th</sup> June 2018