

BRADFIELD ST CLARE PARISH COUNCIL

MINUTES OF ADDITIONAL MEETING HELD ON 12 JUNE 2018

The Parish Council Meeting was held on Tuesday 12th June 2018 at 7.30pm in the Village Hall. The Chairman Cllr J Kirk welcomed the following Cllrs: G Thomas and M Newlands, and the Parish Clerk, N Smith. No members of the public were present.

1. Apologies for absence – Cllr Hignett sent his apologies due to previously arranged other commitments. All Cllrs accepted the apology for absence.
2. Declarations of Interest – none.
3. Public Forum – no members of the public present.
4. GDPR – Cllrs approved the appointment of the Clerk as the Data Protection Officer for the Parish Council. Cllrs considered the following: Consent Notice, Data Protection Policy, Privacy Policy, Employee Privacy Policy and Retention Policy. Cllr Thomas proposed and Cllr Newlands seconded, all Cllrs present agreed to approve and adopt the Consent Notice and policies. Further discussion took place with regards to the data the Parish Council is holding from the Broadband Survey. The situation with broadband in the village has changed since the survey was undertaken and would be considered out of date now. For this reason Cllrs all agreed that the Clerk should now destroy the survey results and the data it holds in accordance with the retention policy. Motion carried.
5. Standing Orders and Financial Regulations – Cllrs had been provided with updated documents ahead of the meeting. Cllr Newlands proposed and Cllr Thomas seconded that the Parish Council should approve and adopt these updated documents. All Cllrs agreed. Motion carried.
6. Annual Accounts for the Year Ending 31st March 2018 – prior to considering the Annual Governance and Accountability Return 2017/18 Cllrs considered and approved the internal control/audit that Cllr Kirk had carried out with the Clerk on 30 May 2018.
 - i. to consider the Annual Internal Audit Report. Cllrs considered the report at page 3 of the AGAR and noted that all matters were in order.
 - ii. to consider, approve and sign the Annual Governance Statement. Cllrs considered the Statement at page 4 of the AGAR. All Cllrs present approved the contents. The Chairman and the Clerk duly signed the document.
 - iii. to consider, approve and sign the Accounting Statement. Cllrs considered the Accounting Statement at page 5 of the AGAR. All Cllrs present approved the Accounting Statement, noting that box 8 agreed with the bank reconciliation. The Chairman and the Clerk duly signed the Accounting Statement.
7. Planning
 - i. Application DC/18/0868/HEDGE – hedgerow removal notice – removal of 235 metre length hedge at Field West of Sheepegate Lane, Bradfield St George Road, Bradfield St Clare. Following discussion and in particular noting that whilst hedgerow was being removed new hedgerow was to be planted up, and the

Signed.....

Dated.....

existing environment gave opportunity for wildlife in the interim, Cllr Thomas proposed and Cllr Newlands seconded, all Cllrs present agreeing that there was no objection to the application.

8. Date of next meeting – 14th August 2018.

Meeting closed: 8.30pm

Signed.....

Dated.....