#  MINUTES

 **The Paglesham Parish Council Extraordinary Meeting**

 **held on Thursday 7th June 2018**

 **at St Peters Mission Hall, East End, Paglesham**

#  at 8 p.m.

**29 18-19 To Record the Members and Public Present:** 8.0 pm.

Councillor Mr D Whittingham [Chairman]

 Councillors: Mr K Bench, Mr R Fance and Mrs V McVittie.

 Members of the Public: None.

 The Clerk Mr. B. Summerfield.

**30 18-19 Apologies and reasons for absence:**

To be received by the Clerk in person via: email, letter and telephone.

 Councillors: Mrs J Wooding (apology), Ward Councillors: Mrs L Shaw and Mr G Ioannou.

**31 18-19 Chairman’s Comments**

 The Chairman welcomed all Councillors and the public to the meeting.

 The Chairman reminded the meeting: of the fire exits and collection point, in the event of an emergency.

**32 18-19 Declarations of Interests: on items on the Agenda.**

i **To receive all declarations of interests including** (dispensations under the relevant provision s.33 of the Localism

 Act 2011 as applied to the Paglesham Village Trust – ref: Minute 92 14/15).

 None.

ii **The Chairman reminds Councillors to declare any further interests now and as they became evident to them,**

 **during the progress of the meeting.**

**33 18-19 Public Questions:**

(Specifically for Guest Speakers, visiting Ward/County Councillors and questions from members of the public).

 None.

**34 18/19 The Model Code of Conduct:**

 Was discussed and agreed by all.

**35 18/19 The Standing Orders 2018:**

 Was discussed and agreed by all subject to future modification due to GDPR regulations.

**36 18/19 The Financial regulations:**

 Was discussed and agreed by all.

**37 18/19 The Insurance and Assets List:**

 Was discussed and agreed by all.

**38 18/19 The Council Risk Assessment:**

 Was discussed and agreed by all subject to future modification due to GDPR regulations.

**39 18/19** **The Complaints Procedure:**

 Was discussed and agreed by all.

**40 18/19 Freedom of Information Act and the new General Data Protection Regulations:**

i The Clerk reported the GDPR came into force on 25th May 2018.

ii To comply with the law the Clerk has placed on the website the GDPR regulations.

iii A Privacy notice and the Staff notice are on the website for public use.

vi The Clerk is putting together a Policy list for the PPC, of the GDPR requirements.

**41 18/19 Dates and Times of Meetings:**

 Agreed the frequency and timing of meetings 2018-2019.

**42 18/19** **Annual Audit Return: (AGAR)**

i The Clerk read the internal auditors report to the Council.

ii The Section One; Annual Governance Statement of the Annual Return (AGAR) 2017-2018 was considered and discussed

 by the Council, agreed and co-signed by the Chairman and Clerk.

iii The Section Two; Accounting Statement of the Annual Return (AGAR) 2017-2018 was considered and discussed

 by the Council, agreed and co-signed by the Chairman and Clerk/RFO.

**43 18-19 Any other business.**

**Items:** PVT items discussed: Container repairs following attempted ‘break-in’ – Pavilion taps repaired by Chairman –

Hire of Field (Wedding 1st September) – FP overgrown near Winton Haw and cut back by Chairman – Broadband

responses from Cllr Mrs L Shaw – Local residents currently struggle to receive any decent signal.

**44 18-19 Date of next meeting.**

 **Agreed: 5th July 2018.**

**There being no further business the Chairman closed the meeting at 8.51 pm.**

**29th June 2018. B. Summerfield Paglesham Parish Council Clerk.**