

Uffington Parish Council

Monday 12th March 2018

MINUTES

1. **Chairman's Welcome:** The Chairman welcomed all to the meeting.
2. **Declarations of Pecuniary Interest;** There were none at this point
3. **Present** Councillor L Padmore-Chairman, Councillor P Daimond; Councillor A Blake; Councillor R Davies; Councillor R Simmons & **Apologies** were received from Barbara Ashton and PC D Walton. Also present were Shropshire Councillor L Picton, LPardoe clerk to the meeting.
4. **Public Session** There were no members of the public present.
5. **Police Report:** This was noted.
6. **Council to agree the minutes from the meeting held on Monday 5th February 2018;** it was agreed that these were a true and accurate record of the meeting. Proposed by Councillor L Padmore, seconded by Councillor P Daimond and agreed by all members present.
7. **Clerk reported** that she had ordered the defibrillator cabinet and it should be delivered this week. The members to get the phone box cleaned up in readiness for the installation of the defibrillator. The Chairman has agreed with a local contractor to install the heated cabinet in the phone box for us when the telephone has been removed. She had applied to SALC for funding for the Transparency code and had been successful in receiving funding which would go towards the setting up of a new website when the Weebly one was due for renewal.
8. **To receive Shropshire Councillor's Report:** Councillor L Picton reported that she was still in negotiations with a view to getting the Sundorne Roundabout tidied up. However that she had heard that Highways England may be adopting the roundabout. Shrewsbury Town Council want there to be something in the middle of the roundabout. The Parish Council have two potential sponsors who are willing to contribute to the cost of getting the roundabout tidied up. She reported that she had noticed a spate of fly tipping on the road towards Upton Magna. She had reported this and it had been subsequently taken away.
9. **Council to adopt the relevant General Data Protection Regulations for the Parish Council as taken from the NALC Toolkit.** It was agreed to adopt the following policies and documents by the Parish Council in readiness for compliance with the GDPR on May 2018. Proposed by Councillor L Padmore; seconded by Councillor P Daimond and agreed by all members present.
 1. Consent Notice
 2. DPIA Assessment Checklist
 3. Cyber security Checklist
 4. Privacy Notices for members of Staff, Members and Role Holders
 5. Privacy Notices for Members of the public
 6. Data Audit Questionnaire
 7. Role of Data Protection Officer
 8. Subject access Policy and template response letters
 9. Privacy Policy Checklist
 10. Checklist of what to include in a security incident response policy
10. **To receive reports from**
 - LJC –There is still no date for the next LJC meeting.

- Neighbourhood watch;
- The clerk to book Councillor R Simmons on to the Helicopter Noise liaison meeting. On Tuesday 20th March at 7.00pm

11. Highway Matters

- Councillor R Simmons asked if we could look into having more bins along the canal path for people to dispose of their dog faeces.
- Councillor L Padmore reported that the potholes by Canal close are terrible. Clerk to e-mail C Blower and copy in Councillor L Picton.
- Clerk to follow up with Shropshire Council for progress on their traffic calming proposals now that Kier are getting ready to take over the new highways contract on 1st April.
- Councillor L Picton reported that there had been a spate of fly tipping on the road towards Upton Magna. All members were encouraged to report any fly tipping direct to Shropshire Council using their website. This could be done anonymously.

12. Planning:

- i) Council to consider new applications. There are none at this point
- ii) iii) Council to consider applications received after 24th February 2018. There were no applications to consider.

13. Finance

- i. Council to agree and pay accounts as presented by the clerk: to be circulated via e-mail to members: It was agreed to pay the accounts as presented by the clerk. Proposed by Councillor L Padmore, seconded by Councillor A Blake and agreed by all members present.

000677	HMRC	PAYE Mth 12	59.40
000678	L Pardoe	Salary & Expenses	258.64
000676	SALC	Training	6.25
Total			324.29

- ii. Council to accept Bank Reconciliation as presented by the clerk. It was agreed to accept the bank reconciliation as presented by the clerk.

14. Correspondence: This was noted.

15. Parish Matters

- Councillors had no matters to report.

16. Date and time of Next meeting, it was agreed that this would be held on Monday 9th April 2018 at 7.30pm at Uffington Village Hall.