

**MINUTES OF A MEETING OF
The joint PARISH COUNCIL of COVENHAM
St. BARTHOLOMEW & COVENHAM St. MARY**

Held on the 22nd May 2018 at Covenham St. Bartholomew Parish Rooms

Present: - Councillors: E. Cooling (Chair) C. Denny
J. Field D. Tall
S. Booth (Clerk)

Public: - 0

49/18. Chair's welcome

- The Chair welcomed the Councillors to the meeting and explained the building was non- smoking building and where the fire exits were in an emergency.

50/18. Apologies for absence

- Apologies were received from Cllr Wiltshire, Cllr Firth and Cllr Burd due to other commitments. Cllr Brader was absent without sending apologies.

51/18. Declaration of Interest under Code of Conduct 2012

- a) To record declarations of interest by any member of the Council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared. *None*.
- b) To note dispensations given to any member of the Council in respect of the agenda items listed below. *None*

52/18. Minutes of the previous meeting

- Had been previously circulated. It was proposed by Cllr Denny and seconded by Cllr Tall to accept the Minutes. All in favour. Resolved to accept minutes. These be adopted as a true record'.

53/18. GDPR compliance

- i) To adopt the data map – Cllr Field proposed adopting the data map, seconded by Cllr Denny. All in favour. Resolved to accept the data map.
- ii) To adopt the Data Protection Policy, Subject Access Request Procedure, Data Breach Policy and Records Retention Policy – Cllr Denny proposed accepting all policies and procedures, second by Cllr Tall. All in favour. Resolved to accept all policies.
- iii) To adopt privacy notices – Cllr Field proposed accepting both privacy notices, seconded by Cllr Denny. All in favour. Resolved to accept privacy notices.
- iv) To receive completed Security Compliance checklist from all Councillors – Security compliance checklist received from all Councillors except for Cllr Brader.
- v) To note that the Council is already registered with the ICO – The Council have registered with the ICO, certificate of registration held with the Clerk.

54/18 Financial report

Bills for payment – Community Lincs - Parish Insurance £380.53

55/18 Dates for next meeting

Tuesday 26th June 2018

Tuesday 4th September 2018 – To be confirmed

56/18 To resolve on whether the Council will move into closed session

Council decided not to go into closed session. Meeting finished at 7.25pm.