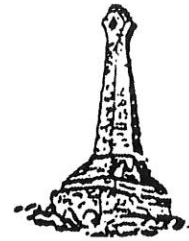




Carn Brea Parish Council

Consel Plu Carn Bre



Minutes of the General Data Protection (GDPR) Working Party meeting held at Treloweth Community Hall, Pool, Carn Brea on Thursday 4th May 2018 at 9:00 am

PRESENT: Councillors A Blakeway, R. Drew, C. Jordan and M Moyle

ALSO PRESENT: Councillor. P. Holmes

18/05/1/DP/1 APOLOGIES FOR ABSENCE.
No apologies were received.

18/05/1/DP/2 WELCOME AND FIRE PROCEDURES.

Councillor Drew welcomed everyone to the meeting. The Fire procedures were explained.

18/05/1/DP/3 MEMBERS TO DECLARE PECUNIARY AND NON- PECUNIARY INTERESTS (INCLUDING THE DETAILS THEREOF) IN RESPECT OF ANY ITEMS ON THIS AGENDA.

There were no pecuniary and non-pecuniary interests declared.

18/05/1/DP/4 TO APPOINT A CHAIRMAN OF THE WORKING PARTY

Councillor Drew was appointed as Chairman of the GDPR Working Party

18/05/1/DP/5 TO APPOINT A VICE CHAIRMAN OF THE WORKING PARTY

Councillor Blakeway was appointed as Vice Chairman of the GDPR Working Party

18/05/1/DP/6 INTRODUCTION AND UPDATE ON GENERAL DATA PROTECTION (GDPR)

The Clerk updated the meeting on the General Data Protection Regulations that will take effect in the UK from 25th May 2018 that replace the existing law on data protection and steps needed to be taken by the Council.

18/05/1/DP/7 TO AGREE TERMS OF REFERENCE FOR THE WORKING PARTY

The meeting was supplied with draft Terms of Reference.

Resolved to recommend: That the draft Terms of Reference be accepted

Proposed: Cllr. R. Drew **Seconded:** Cllr. C. Jordan

18/04/1/DP/8 TO RESOLVE THAT UNDER THE 1960 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT THAT THE PRESS AND PUBLIC BE EXCLUDED DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE DISCUSSED.

Resolved: That the press and public be excluded due to the confidential nature of the business to be discussed.

proposed: Cllr. R. Drew **Seconded:** Cllr. C. Jordan

18/04/1/DP/9 TO RECEIVE A QUOTATION FOR RELEVANT SERVICES REGARDING THE GDPR AND MAKE APPROPRIATE RESOLUTIONS.

Cllr. Drew informed the meeting that reasonable attempts by the Clerk had been made to gain three quotations but to date only one quote had been received.

Resolved: To appoint an external Data Protection Officer


Proposed: Cllr. R. Drew **Seconded:** Cllr. A. Blakeway

A quotation was received regarding relevant services regarding the GDPR and relevant resolutions and recommendations were made.

18/04/1/DP/10 TO MAKE ARRANGEMENTS FOR THE NEXT MEETING

21st May 2018 at 10am

MEETING CLOSED AT 9:42 am

A handwritten signature in black ink, appearing to read 'R. Drew', is located at the bottom right of the page.