

MINUTES OF THE VIRTUAL MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE, TUESDAY, 2 MAY 2023.

PRESENT: Councillor A Roberts, Chair, Councillors, B Gregory, E Gregory, R Lloyd, R McKeown, and T Brown, Town Clerk

Councillors J Brett-Roberts, P Brett-Roberts, D Jones, and M Robinson were also in attendance although not members of the Committee.

1. APOLOGIES

Apologies received from Councillors V Gay, J Shallcross, and K Shallcross.

2. MINUTES

RESOLVED: That

the Minutes of the meeting held on 4 April 2023 be confirmed as a correct record and signed by the Chairman.

3. CODE OF CONDUCT – DECLARATION OF INTEREST

No declaration of interest was made.

4. INTERNAL AUDIT - ACTION PLAN

The Clerk briefed members on the recommendations of the internal auditor's report and suggested that the Committee continue to work on the action plan.

RESOLVED: That

(1) the Clerks update be noted.

(2) the Finance and General Purposes Committee continue to work on the action plan and make recommendations to Council prior to the interim audit taking place.

5. DATA PROTECTION ACTION PLAN

The action plan was referred to this Committee to consider the recommendations of the Data Protection Officers report and continue to work on the action plan.

The Clerk updated members on the points in the plan.

RESOLVED: That

the Finance and General Purposes Committee continue to work on the action plan and make recommendations to Council prior to the next annual audit of the plan taking place.

6. TOWN COUNCIL EMAIL ADDRESSES – UPDATE

The Information Commissioners Office (ICO), factsheet had been produced following a series of workshops and discussions with local councils across the UK and was of interest to parish council clerks looking for steps they can take to improve their council's data protection compliance. The majority of parish clerks attending the

Society of Local Council Clerks (SLCC) Leadership in Action Conference 2019 ranked the use of personal email addresses and devices for council business as their top data protection concern.

The UK General Data Protection Regulation (GDPR) and the Data Protection Act 2018 (DPA) doesn't say which email systems or devices should be used. But the use of personal email addresses and devices was something your council does, council had previously been made aware of the risks and the council's data protection obligations and responsibilities.

RESOLVED: That

the fact sheet from the ICO be noted.

7. ACCOUNTS

In accordance with one of the instructions from the Internal Auditors, that members receive a copy of the Annual Budget by Centre, and the Detailed Receipts and Payments by Budget and Bank Reconciliation reports to enable members to contribute to the fiscal management of the Council. (please note these reports will be circulated when the bank statement is received).

RECOMMENDATION TO COUNCIL: That

the accounts be noted and any comments and or recommendations be made to the Council meeting on Council on 10 May 2023.

8. EXCLUSION OF THE PRESS AND PUBLIC

a resolution be passed to exclude the press and public from the meeting due to the confidential nature of the business under discussion the disclosure of which would be prejudicial to the public interest under the Public Bodies (Admission to Meetings) Act 1960.

9. CLERKS REPORT

the Clerks report be withdrawn.

Signed by the Chairman

Date.....