



Minutes of a meeting of the **Calstock Parish Council**,
FINANCE AND GENERAL PURPOSES & PERSONNEL COMMITTEE
held on **Wednesday 11 April 2018**,
in the Tamar Valley Centre commencing at 1800.

Those present were; -

COUNCILLORS – Cllr Alford, Cllr Beech, Cllr Irons, Cllr Latham, Cllr Polglase, Cllr Rooker (Chair), Cllr Roberts and Cllr Wakem.

Miss Sue Lemon, Clerk and Miss Clare Bullimore, Deputy Clerk (minutes).

1. APOLOGIES

Cllr Tinto, Cllr Wilkes.

2. DECLARATIONS OF MEMBERS' INTERESTS IN AGENDA ITEMS

None

3. PUBLIC PARTICIPATION

None

4. APPROVE MINUTES OF LAST MEETING

Proposal/Resolution: Approve minutes of the last meeting 13-12-17 (proposed: Cllr Latham, seconded: Cllr Beech – unanimous).

5. NOTIFICATION OF END OF YEAR PAPERWORK RECEIVED – INTERNAL AUDIT REQUIRED

The Clerk explained that an internal audit would need to be undertaken for the end of year. Cllrs Roberts, Irons and Alford will carry this out over the next two weeks.

The Clerk also reminded the Committee that the earmarked reserves will need to be agreed at the Annual Meeting in May.

6. GRANT APPLICATIONS

Applications for financial contributions have been received from:

- Calstock Christmas Lights Committee
- Calstock Twinning Association – money towards refreshments for welcome breakfast in May



- Gunnislake Community Matters for a storage unit

Proposal/Resolution

Organisations requesting £50 or more will be required to complete an application form, explaining what exactly the money requested will be used for; therefore, a letter explaining this will need to be sent to Calstock Christmas Light Committee and Gunnislake Community Matters with an application form (Proposed: Cllr Rooker, seconded: Cllr Wakem – unanimous support).

Proposal/Resolution

The Calstock Twinning Association be granted £25.00 towards their refreshments for their welcome breakfast (proposed: Cllr Latham, seconded: Cllr Wakem – unanimous support).

7. GDPR – NEXT STEPS

The General Data Protection Regulations are coming into force on 31 May 2018 which will have huge repercussions on the way organisations store information. The Clerk will be attending training on this on 18 April 2018 and 03 May 2018. CALC are still in discussions to see whether Clerks can be the DPR Officers (at one stage there were guidelines to suggest not). The new IT system is now in hand with the new company, Sea Dog, working on a new website and email addresses.

The meeting closed at 1830.

Signed.....

Date.....