

To all members of the Communications and Policies Committee

Notice is hereby given and you are summoned to attend a meeting of the Communications and Policies Committee on 19 March 2018 in the John Heggadon meeting room, commencing 19.30 hrs.

Mrs. S E Roberts, Clerk
9 March 2018.

Members: Cllrs G Gray, G Hewett, C Hughes (Ch), P Hughes, D Peer.

Agenda

1. Public questions

To receive and consider public questions and comment

2. Cooption

2.1 To approve the co-option of Cllr James Reid onto the committee

3. Apologies and declarations of members' interests

3.1 To receive and consider approval of apologies for absence;

3.2 To receive members' declarations of interest.

4. Minutes

4.1 To approve the minutes of 1 February 2018 as a correct record of the meeting (attached)

4.2 To consider matters arising from the minutes.

5. Annual Report 2017/18

5.1 To consider the format, style and preparation for the council's annual report, including communication of the Council's budget for 2018-19 and Precept

6. 2018 Annual Parish Meeting

6.1 To discuss arrangements for the Annual Parish Meeting on 26 April 2018

7. General Data Protection Regulation (GDPR)

7.1 To receive and approve for recommendation to full council:

- the BALC GDPR Toolkit for local councils
- a draft Email policy (attached)
- a draft Document Retention policy (attached)

7.2 To approve the appointment of an independent Data Protection Officer for recommendation to full council.

8. Community Engagement

8.1 To note the Committee's work programme for the next six months, to include:

- Newsletter, website and social media
- Parish council events, including: the Big Litter Pick (25 March), Spencers Wood Carnival, Arts Trail (13 October), Volunteers Event, Carols on the Green

9. Local Plan Update Communications Strategy

9.1 To consider a strategy for communicating the Local Plan Update information to residents (attached).

10. Celebrating Success.

10.1 To consider any recent successful events for the Parish Council to celebrate.

11. Correspondence

To receive and consider correspondence items, if any

12. Date of next meeting

To confirm the date of the next meeting: currently 7.30 pm on 4 June 2018