

Minutes of the Annual General Meeting held in the Amenity Hall,  
Stone Cross on Monday 21st May 2018

1. Present

Councillors K Stevens, P Marshall, G Parsons, J Blaker, G Garner, A Lovell, T Bruce, R Perrin, F Durling, K Saxby, T Comerford and G Walker.

County Councillor T Liddiard and three members of the public were also in attendance.

2. Apologies for absence

Apologies for absence were received from District Councillor D Dear.

3. Election of Chairman

Councillor Parsons proposed and Councillor Bruce seconded Councillor Stevens for the role of Chairman. All were in favour. Councillor Stevens accepted the role.

4. Election of Vice-Chairman

Councillor Marshall proposed and Councillor Bruce seconded Councillor Garner for the role of Vice Chairman. All were in favour. Councillor Garner accepted the role.

5. Membership of the Standing Committees

Councillors resolved that the following Councillors will remain on the Finance and General Purposes Committee;

Alf Lovell  
Keith Stevens  
Teresa Bruce  
Terry Comerford  
Norman Beaney  
Gill Parsons  
Gerry Garner  
Ken Saxby

Councillors resolved that the following Councillors will remain on the Parks and Open Committee;

Gerry Garner  
John Blaker  
Keith Stevens  
Roger Perrin  
Peter Marshall  
Gill Parsons  
Fiona Durling  
George Walker

In the event of a tie, members will stand by the Chairman of the Committee's casting vote. The quorum number remains at three. Meetings will start at either 7.00pm or 7.30pm.

6. Representatives of the Parish Council

Councillors resolved that the new list of representation on outside committees is as follows;

ESALC AGM	K Stevens/A Lovell
Emergency Co-ordinator	P Marshall
Wealden District Association	K Stevens/F Durling/N Beaney
Neighbourhood Watch/Panel	K Saxby/G Parsons/G Garner
Pevensey Town Trust	R Perrin/G Parsons
St John's Trust	R Perrin/D Marples
Tree Warden Officer	G Parsons
Assistant Tree Officer	G Garner
Westham Village Hall - Management Committee	G Garner
Stone Cross Memorial Hall	J Blaker

7. Payment of Annual Subscriptions

Councillors resolved unanimously that the following subscriptions and insurance are renewed for 2018-2019;

Wealden District Association of Local Councils  
Society of Local Council Clerks  
Sussex Association of Local Councils  
Zurich Insurance  
Stone Cross School Electricity Payment – amount agreed £500.00

8. Meetings

It was resolved that the Standing Committees will meet on the 2nd Monday of each month (except April, August and December) and that the Full Council will meet on the 3rd Monday of each month (except August and December), at Stone Cross or Westham, bank holidays permitting.

9. Bank Signatories

Bank signatories will remain Councillors Comerford, Saxby, Parsons and the Clerk.

10. Code of Conduct

Councillors resolved to accept the Code of Conduct and Register of Interests introduced by Wealden District Council under the Localism Act 2012.

11. Standing Orders and Financial Regulations

Councillors **resolved** to adopt the Standing Orders (2018) as recommended by NALC and the Financial Regulations (2014).

12. General Power of Competence

Councillors reconfirmed their eligibility to meet the requirements for the General Power of Competence.

13. General Data Protection Regulations – to consider approving the Impact Assessment, Privacy Policies, Document Retention Policy and Data Processor Policy.

Councillor Saxby queried the wording of point 4 of the Impact Assessment which reads 'Any papers distributed are shredded after the meeting, they are not retained by Councillors' because he said it implied that all the minutes should be shredded and the signed minutes should be kept and Councillors can download a copy from the website anyway. He also felt the Impact Assessment was a 'watered down' version of the requirements.

The Clerk said the signed minutes are not distributed to Councillors at the meeting and are protected by the Document Retention Policy.

Westham Parish Council then resolved to approve the Impact Assessment, General Privacy Policy, Staff and Councillors Privacy Policy, Document Retention Policy and Data Processor Policy. One councillor abstained from the vote.

It was also noted the Government has tabled a motion removing the legal requirement to appoint an independent Data Protection Officer but SSALC still consider it to be 'best practice' to have one. All the other requirements still need have to be met.

There being no further business, the meeting closed at 7.30pm.