



<b>Action</b>	<b>Make payment to Steyning Parish Council</b>	<b>RL</b>
<b>Action</b>	<b>Include item in budget for 19/20</b>	<b>RL</b>

**7. General Data Protection Regulations (GDPR)** (circulated to Councillors prior to the meeting)

a) Committee members to receive the GDPR Audit provided by the Bramber Parish Council's Data Protection Officer, June 2018, and agree Action Plan. Subject to an amendment, to remove reference to 'locked in a cabinet', Committee Members approved the GDPR Action Plan. **Agreed.**

<b>Action</b>	<b>Amend Action Plan and re-circulate to Committee Members</b>	<b>RL</b>
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b) Committee Members to consider the Bramber Parish Council Data Retention and Disposal Policy and make recommendation to Full Council that the document be agreed. Subject to an amendment, to remove reference to 'Senior assistant and Councils buildings', Committee Members agreed to recommend the policy to Full Council. **Agreed**

<b>Action</b>	<b>Amend Policy and re-circulate to Committee Members</b>	<b>RL</b>
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c) Committee Members to consider the Bramber Parish Council Subject Access Request Policy and make recommendation to Full Council that the document be agreed. Committee Members agreed to make recommendation to Full Council to adopt the Policy. **Agreed.**

d) Committee Members to consider the Bramber Parish Council Data Protection Training Policy and make recommendation to Full Council that the document be agreed. Committee Members agreed to make recommendation to Full Council to adopt the Policy. **Agreed.**

e) Committee Members to consider the General Privacy Notice and Internal Privacy Notice and make recommendation to Full Council that the document be agreed. Committee Members expressed concern that the Privacy Notice was not appropriate for Bramber Parish Council.

<b>Action</b>	<b>Amend Privacy Notice, track changes and provide copy to Clerk</b>	<b>Cllr Tilley</b>
<b>Action</b>	<b>Request that Mr Richard Newells reviews and approves amendments</b>	<b>Clerk</b>
<b>Action</b>	<b>Item for the next agenda</b>	<b>Clerk</b>

**8. S106**

a) HDC S106 schedule (circulated to Committee Members prior to the meeting)

SDNPA – confirmation received that no CIL available currently.

Committee Members noted S106 funds currently available to Bramber Parish Council.

**9. Infrastructure Delivery Plan (IDP)**

a) Councillors to consider items for inclusion on the IDP (draft copy circulated 23.08.18) and make recommendation to Full Council for approval. Committee Members added an item 'to upgrade public toilets in The Street' and agreed to make recommendation to Full Council that the IDP be approved. **Agreed.**

The Chairman asked the Clerk to check previous minutes, for a reference to request S106 funding from HDC, for improvements to the public toilets and if agreement could be found, to ask HDC for S106 funding for the project.

<b>Action</b>	<b>Check previous minutes for agreement and contact HDC</b>	<b>Clerk</b>
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## Appendix One

### Payments for approval (circulated to Councillors 05.09.18)

Chq no	Supplier	Value	Notes
2172	D Flynn	£252.00	Watering of village planters July 2018
2173	Ladywell Accounting	£54.00	Payroll for the year 18/19
2174	HMRC	£68.40	Paye/NIC July – Sept 2018
2175	Rebecca Luckin	£407.21	July Salary
	Rebecca Luckin	£407.21	August Salary
	Rebecca Luckin	£59.99	Expenses – Office 365 subscription
2176	Horsham Matters	£1,096.58	To replace damaged cheque 2163 Note – damaged cheque returned
2177	DJ Flynn	£7,548.00	Works at Bramber Brooks
	DJ Flynn	£294.00	Watering planters Aug 2018
2178	B& B Village Hall	£53.00	Hall hire August 2018
	B& B Village Hall	£23.71	Phone and broadband charges July - Sept
	<b>Total</b>	£10,264.10	