



**MINUTES OF THE CHURCHDOWN PARISH COUNCIL
POLICY REVIEW WORKING GROUP
HELD ON 18th NOVEMBER 2019**

Cllr Lt. Col Bernard Barton – Ancliffe
Cllr Gill Blackwell

Also Present – Miss G Connor , Clerk taking minutes

1 Apologies

1.1 Councillor Alan Porter & Cllr Mrs Loraine Yates

2 Declarations of Interest

2.1 None

3 To review and approve Churchdown Parish Council Policies

3.1 Churchdown Parish Council Risk Assessment Policy

It was proposed, seconded and **RESOLVED** that a number of amendments be approved as per **Appendix A**.

It was proposed, seconded and **RECOMMENDED TO FINANCE & ADMINISTRATION COMMITTEE** that the policy be approved.

3.2 Churchdown Parish Council Media Policy

It was proposed, seconded and **RESOLVED** that a number of amendments be approved as per **Appendix B**

It was proposed, seconded and **RECOMMENDED TO FINANCE & ADMINISTRATION COMMITTEE** that the policy be approved.

3.3 Churchdown Parish Council Information & Data Protection Policy

It was proposed, seconded and **RESOLVED** that this be Cllr Lt. Col Bernard Barton

Policy Review Working group

DATE

CHAIRMAN

Ancliffe review the following policies

- ▶ **Retention of Documents Policy**
- ▶ **Information Data Protection Policy**
- ▶ **The Management of Transferable Data Policy**

7. Date of next Meeting

To be confirmed

Signed by Chairman _____

Date _____