



# PARISH COUNCIL OF SANDHURST, KENT

Please reply to The Clerk, Lisa Hale, Old School, Back Road, Sandhurst, Kent TN18 5JS 01580-850295

All Members of the Council

4<sup>th</sup> September 2018

You are hereby summoned to attend a Parish Council meeting of Sandhurst Parish Council, to be held in the Old School, Sandhurst on **Tuesday 11<sup>th</sup> September 2018 at 19.30** for the purpose of transacting the following business.

Signed: Signed on the original.

Lisa Hale- Clerk to Sandhurst Parish Council

Please contact the Clerk if you are unable to attend.

## AGENDA

09/18/1	To accept apologies and reason for absence.
09/18/2	Declarations of interest on Items on the agenda.
09/18/3	To approve the minutes of the Parish Council Meeting of the 10 <sup>th</sup> July 2018 and the Extraordinary Meeting of the 14 <sup>th</sup> August 2018.
09/18/4	4.1. To receive a report from the nominated TWBC Borough Councillor Godfrey Bland. 4.2. To receive a report from Kent County Councillor Seán Holden.
09/18/5	Public adjournment: To suspend meeting for any public statements for up to 15 minutes in total. Individual items should not be longer than 5 minutes unless the Chairman requests otherwise. Members of public are encouraged to attend Council meetings and raise any pertinent issues at this point.
09/18/6	Matters arising from the minutes that are not covered elsewhere and correspondence received by the Parish Clerk.
09/18/7	Finance: 7.1 To note accounts paid (for which spending approval has already been agreed). 7.2 Emergency spending to be retrospectively approved. 7.3 To Identify additional expenditure for forthcoming month. 7.4 Budget update and end of year position. 7.5 Approve the Asset register (Circulated)
09/18/8	Discuss options for the Christmas tree provider 2018.
09/18/9	Adopt and approve the GDPR documents which the council have been advised to use by Satswana (DPO):  Employee Privacy Notice; Councillor Privacy Notice; Data Breach Procedures; Document Retention Policy; Habitual Vexatious Complaints-Telephone; Habitual and Vexatious Complaints; Privacy Notice for Suppliers; Recruitment Policy Notice; Subject Access: How to access records; Subject Access: Request Form.  9.1 Distribute the new councillor e-mail addresses. 9.2 Discuss and agree how the council will manage the historic paper documents in line with GDPR requirements. 9.3 Discuss actions the council need to undertake to make the council office GDPR compliant.
09/18/10	Discuss the finding of the RoSPA playground report 2018 (circulated).
09/18/11	Update on the ongoing problems with Biffa and the collection of dog waste/ litter.
09/18/12	Discuss and agree on the dates to hold the APM in 2019.
09/18/13	Discuss and confirm the date for the next village litter pick.
09/18/14	Discuss the purchase of a replacement Defibrillator at the Sports Ground.

09/18/15	<p>To receive Committee and Infrastructure Reports comprising of brief updates and requests for items requiring Full Council approval:</p> <ul style="list-style-type: none"><li>15.1 Sports Ground Committee - Discuss the request for a cigarette bin at the Sports Ground and discuss the clearing of storage benches.</li><li>15.2 Infrastructure - Speed watch update</li><li>15.3 Transport Accessibility Group update</li><li>15.4 Allotment Society update.</li><li>15.5 Website Update</li></ul>
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The next full Parish Council meeting will be held on Tuesday 9<sup>th</sup> October 2018 at 19.30 in the OSH, Sandhurst.