

LYDFORD PARISH COUNCIL

Minutes of the Meeting held on Tuesday 12 June 2018 at 7pm

Public Time

Two members of the public attended. Mr and Mrs Leigh-Tyrer raised the topic of tenancy at Down Town Farm, the forthcoming meeting at the DNPA, and the future of the tenants. They presented correspondence to the DNPA which was tabled. This is discussed in correspondence in item 5 below.

Present

Cllrs Fowler, Moriarty, MacIntyre, Squires, Skeaping and Tainsh .

1. **Apologies** Cllr Cook, Mrs Redding (Clerk)
2. **Declarations of Interest**
None
3. **To approve the Minutes of the Meeting held on 8th May 2018**
The PC approved the minutes and they were signed by the Acting Chair, Cllr L Fowler.
4. **Updates from the meeting dated 8th May 2018**
 - a. **Settlement Plan** – No contact made as yet with J Danota. Clerk to email (A1)
 - b. **Road Signs** - No further progress
 - c. **VAS** - Correspondence ongoing
 - d. **GDPR** - Cllr Squires has attended training on GDPR and undertook an audit of electronic and paper data held by the Clerk. A proposed Council Privacy Policy has been drafted. Councillors discussed the security of paper records, the duration of data retention, and Privacy Policy. Paper records may be stored in a locked cabinet in the Nicholls Hall if it can be made secure. Electronic records are password protected. Further discussion at next meeting with Mrs Redding present.
6. **Reports from Outside Bodies**
None
7. **Borough Council Reports.**
None
8. **Finances**
 - a) Bills for Payment
£267.38 Payroll (1293) (T Redding)
£62.40 (1294) HMRC
£11.99 Stationery (1295) (T Redding)
£49.77 External Hard Drive (1296) (T Redding)
 - b) Annual Governance and Accountability Return (AGAR)
The accounts were reviewed and were approved by the Parish Council. AGAR Sections 1 and 2 and were signed, dated and minuted by the Acting Chair

- c) Grant Applications
None

9. Planning Applications

None

10. Agenda Items and Date of next Parish Council Meeting

- 1. GDPR – Data protection regulations update (Data protection policy)

The date of the next meeting will be **Tuesday 10 July 2018**

11. Urgent additional business by leave of the Chair

- a) Abandoned Car. Abandoned has been seen near the school for month. Not taxed/MOTd. Reported to police and WD council. No response as yet. Action. Cllr Tainsh to Email police and council as reminder (A5)
- b) Cllr Skeaping asked that the Council note the recent end of season party for Lydford Foxes and congratulate the teams success and progress.
- c) Parishioners have raised the issue of tractors being driven at unsafe speed through the village centre. LPC to request that farmers to take extra care.
- d) Delivery Vans in Silver Street are unable to turn to exit. Clerk to raise issue with highways (A6).
- e)

The meeting closed at 20.45

Signed _____ Chairperson

Dated

2018

Action List May 2018 – Clerk update

A1	Contact D Janota with regard to updates on settlement plan	D Janota emailed
A2	Letter to DNPA meeting re Downtown Farm	Sent by email
A3	Application Supported. Cllr Fowler will let Naomi know	Tbc
A4	Email DNPA and have informal discussion with Castle Inn re camper vans	Tbc
A5	Email to WDBc re abandoned car	Cllr Tainsh Tbc
A6	Write to highways regarding number of large vehicles going down Silver St and being unable to turn round	Email sent to J Doswell

