

MINUTES OF THE MEETING OF THE FINANCE & POLICY COMMITTEE OF TRING TOWN COUNCIL HELD IN THE VICTORIA HALL, AKEMAN STREET, TRING ON MONDAY 15th JANUARY 2018 AT 8:45 p.m.

Present: Councillors: Mrs P. J. Hearn (Chairman)
Mrs O. Conway
H. Grace
S. Hearn
N. Hollinghurst
C. Townsend
G. Wilkins (ex officio)

Also present: Cllr M.Hicks
Cllr Mrs R. Ransley
Cllr J. Bowden
Mr M. Curry, Town Clerk
Mrs D. Slade, Deputy Clerk

0 members of the public

19060. APOLOGIES

All members present

19061. DECLARATIONS OF INTEREST

None

19062. TO CONFIRM THE MINUTES OF THE FINANCE & POLICY COMMITTEE MEETING HELD ON 6TH NOVEMBER 2017

RESOLVED: To accept the Minutes as presented and for the Chairman to sign them.

19063. MATTERS OF REPORT FROM THE MINUTES

The Clerk reported that quotes had been obtain for work in the Information Office, redecoration of the kitchen and toilet area in Market House, and work in Old School Yard

19064. CHAIRMAN'S COMMUNICATIONS

None

19065. PUBLIC PARTICIPATION

No members of the public present

19066. THE BUDGET & PRECEPT 2018/2019

Members considered the report circulated prior to the meeting. The Clerk highlighted the changes made as a result of the previous meeting, the release of the new tax base and details of Dacorum Borough Council's grants for 2018/19. He confirmed the current state of the national wage negotiations as a key assumption behind the budgeted expenditure.

RESOLVED: To recommend to Council the draft budget as presented with an associated 2% increase in the Band D rate

19067. A REVIEW OF THE STAFF HANDBOOK

The Clerk and Deputy Clerk explained the need to review the staff handbook and steps taken to source possible templates for comparison purposes. A format suitable to more frequent review.

RESOLVED: To convene a meeting of the Staffing Committee to conduct the review

19068. THE GENERAL DATA PROTECTION REGULATIONS

The Clerk reported:

- A list of data being held had been compiled
- Contractors had been asked to review the Council's IT system – initial responses are favourable
- The Internal Auditor has made a preliminary approach to Council with an offer to act as Data Protection Officer
- A range of templates has been sourced from LCPAS
- Details of GDPR awareness training being given by Dacorum Borough Council

19069. MAJOR INCIDENT EMERGENCY PLAN

RESOLVED: To progress completion of the template through the Road & Home Safety Working Party

The meeting ended at 9:20p.m.

Chairman