

16 May, 2018

LLANELLI RURAL COUNCIL

Minute Nos: 59 – 67

At a Meeting of the **POLICY AND RESOURCES COMMITTEE** of the Llanelli Rural Council held at the Council Chamber, Vauxhall Buildings, Vauxhall, Llanelli, on Wednesday, 16 May, 2018, at 4.45 p.m.

Present: Cllr. S. M. Donoghue (Chairman)

Cllrs.

S. M. Caiach	H. J. Evans
S. L. Davies	S. N. Lewis
P. M. Edwards	A. G. Morgan
E. Simmons	

Absent: C. A. Rees

59. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs. T. Devichand, A. J. Rogers (Cllr. S. N. Lewis deputising) and I. G. Wooldridge.

60. MEMBERS' DECLARATIONS OF INTEREST

No declarations of interest were made.

61. APPOINTMENT OF SUB-COMMITTEES

(1) HUMAN RESOURCES

RESOLVED that the Chairman of Committee, Leader of Council and Cllr. A. G. Morgan be appointed.

(2) APPEALS

RESOLVED that the Chairman of Council, the Vice-Chairman of Committee and Cllr. A. J. Rogers, be appointed.

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62. APPOINTMENT OF WORKING GROUPS

(1) TRAINING DEPARTMENT

RESOLVED that Cllrs. T. Devichand, H. J. Evans, A. G. Morgan, P. M. Edwards, C. A. Rees and I. G. Wooldridge be appointed.

(2) COMMUNITY DEVELOPMENT GRANTS PANEL

RESOLVED that Chairman of Council, Leader of Council and Cllrs. P. M. Edwards and E. Simmons be appointed.

(3) WHOLE PLACE PLAN

RESOLVED that representation on the working group be on a political balance as follows:

Independent	-	Cllrs. A. G. Morgan and C. A. Rees
Labour	-	Clerk to be notified of the Members
People's First	-	Cllr. S. M. Caiach
Plaid	-	Cllr. I. G. Wooldridge

63. SERVICE PLANS 2018/19

Members considered the Council's Service Plans 2018/19 which set key objectives for the following service groups:-

- Administrative Services;
- Community Services;
- Recreation and Leisure Services; and
- Training Services.

RESOLVED that the service plans be accepted.

Arising out the discussion of the above, reference was made to attendance at meetings and it was

FURTHER RESOLVED that the committee structure be analysed and a report be presented to a future Policy and Resources Committee meeting.

**64. DATA PROTECTION ACT AND
GENERAL DATA PROTECTION REGULATION**

Further to Minute No. 518 (18 April, 2018), the Deputy Clerk updated Members on the Council's preparations for the new General Data Protection Regulation (GDPR) that was being enacted in the UK on 25 May, 2018.

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The Deputy Clerk discussed with Members the following documents and policies prepared by the Clerk to the Council

- The Information Commissioner's Office – controllers checklist report (the ICO toolkit)
- The Council's completed data audit;
- Councillor and employee privacy notices;
- Information and Data Protection Policy;
- Retention and Disposal Policy;
- Social Media and Electronic Communications Policy;
- The Management of Transferrable Data Policy;
- Information Security Policy.

Members also received correspondence from One Voice Wales stating that the Government had tabled an amendment to its own Data Protection Bill to exempt all community and town councils in Wales from the requirement to appoint a Data Protection Officer under the General Data Protection Regulation. However, the Clerk would undertake the duty of Data Protection Officer for the Council.

The Deputy Clerk informed Members that GDPR training sessions had been arranged for Members and Officers on 5 and 6 June, 2018, whereby it would be compulsory to attend one of the training sessions.

Following discussion, it was

RESOLVED that the information provided in respect of the Council's general preparations be adopted.

65. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, 1960

RESOLVED that in view of the confidential nature of the business to be transacted, the following matters be considered in private and that the power of exclusion of the public under Section 1(2) of the Public Bodies (Admission to Meetings Act, 1960) be exercised.

66. SPICE CYMRU – TIME CREDITS

Members received the contract between Spice Cymru and the Council for the continuation of support to integrate Time Credits within service provision.

Following discussion, it was

RESOLVED that:

1. The contract be accepted in principle;
2. The cost of additional Time Credits be ascertained;
3. A detailed breakdown forecast for the third year to be reported to a future meeting of the Policy and Resources Committee.

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67. PURCHASE OF VEHICLE

Members considered the Technical and Burial Services Manager's report which set out quotations for the purchase of a new vehicle.

Following discussion, it was

RESOLVED that the report be accepted and the quotation received from Bassetts Group Citroen, Pensarn Road, Carmarthen to purchase a Dispatch 95 at the cost of £13,309 excluding VAT together with the additional on-road and post-delivery costs be accepted.

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The meeting concluded at 5.50 p.m.

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