

Barwick in Elmet & Scholes Parish Council

Agenda for the General Purposes and Finance Committee

Meeting to be held on Tuesday 1 May 2018 at Manor House, Scholes at 7 p.m.

AGENDA

1. To appoint a Chair
2. To receive apologies for absence
3. To receive any declarations of interest not already declared under the council's code of conduct or members Register of Disclosable Pecuniary Interests and to receive and consider any applications for dispensation.

To consider the following;

4. Terms of reference
5. Compliance with new Data Protection Legislation (GDPR) including appointing a Data Protection Officer, setting a Document Retention Policy and reviewing data already held and carrying out a data audit
6. Website – policy on content and requests by external bodies for links/contact list
7. Adequacy of Insurance Cover
8. Parish Council Finances – to ensure the budget monitor for 2018/19 reflects the budget agreed at the December Parish Council meeting
8. Creating a calendar for regular review of documents such as Standing Orders, Financial Regulations, Financial Risk Assessments, Risk Assessments etc.
9. **Date of next meeting**