

MINUTES OF the 334<sup>th</sup> MONTHLY MEETING OF THE COUNCIL  
HELD IN THE COUNCIL CHAMBER  
ON THURSDAY 29 MARCH 2018 at 8.00PM

Present: Cllr Saxon in the Chair  
David Allison – Clerk to the Council  
Ryan Bennett – Administrative Assistant

Cllrs Bains, Baldwin, Collingwood, Edmunds, Gallagher, Hobbs, Hollands, Mitchell, Montague, Vassiliou & Wallington.

Voting Members: 12

Members of the Public: 4

CC1839/18 Apologies for Absence

Apologies were received from Cllrs Cole, Kaur & Ridley.

CC1840/18 Declarations of Interests by Members

The Chairman recommended that any declarations be made at the appropriate time.

CC1841/18 Co-Option of One Councillor for Durrants Ward

The Chairman introduced this item and thanked the candidates for attending the meeting.

The Chairman called for a proposer and seconder for the motion to be discussed.

**Resolved:**

- That the Agenda item CC1828/18 Co-Option of One Councillor for Durrants Ward be discussed.

The Clerk then read out the name and address of the candidates. The candidates were Ms. Emily Benner, Mr. Richard Colman & Mr. Stephen Harlow.

The Chairman called for a proposer and seconder for the candidates to be nominated for co-option.

**Resolved:**

- That the candidates be nominated and seconded for co-option.

The Chairman then called for a proposer and seconder to proceed to co-opt a Councillor.

**Resolved:**

- That the co-option of one Councillor from those nominated is carried out using the documented co-option procedure that had been circulated with the Agenda prior to the meeting.

The Chairman then invited the candidates to speak for up to three minutes. At this point Mr. Harlow withdrew from consideration.

**Resolved:**

- That Emily Benner is co-opted.

The Chairman congratulated the candidate who had been successful and emphasised that those who had not been successful on this occasion should put themselves forward for election in 2019.

- CC1842/18 Parish Matters  
 One resident spoke during this session. She informed Cllrs of the progress the History Project had made in regards to the WWI anniversary activities. She also commented that the group were planning on having a display at the Revels and asked whether the Parish Council would be open to the idea of sharing their space with the History Project.
- CC1843/18 Representations from the Public  
 No representations were made.
- CC1844/18 Minutes  
**Resolved:**
- That the Minutes of the 333<sup>rd</sup> Monthly Meeting of the Council held on Thursday 22 February 2018 be approved and signed by the Chairman
- CC1845/18 Matters Arising  
 CC1838/18 – Theatre Trip for Senior Citizens – A Cllr asked the Clerk for an update regarding the theatre trip. The Clerk informed those present that 15 people had now purchased a ticket for the outing.
- CC1846/18 Committee Reports
- CC1833.1/18 Environment and Amenity Committee held on Tuesday 6 February 2018  
**Resolved:**
- That the Minutes of the Environment and Amenity Committee held on Tuesday 6 February 2018 be adopted as a report of the meeting.
- CC1833.2/18 Any matters arising  
 There were no matters arising.
- CC1833.3/18 Planning and Development Committee held on 1 & 15 February 2018  
**Resolved:**
- That the Minutes of the Planning and Development Committee meetings held on 1 & 15 February 2018 be adopted as a report of the meeting.
- CC1833.4/18 Any matters arising  
 There were no matters arising.
- CC1833.5/18 Finance and Administration Committee held on Thursday 11 January 2018  
**Resolved:**
- That the Minutes of the Finance & Administration Committee meeting of Thursday 8 February 2018 be adopted as a report of the meeting.

CC1833.6/18 Any matters arising

A Cllr asked the Clerk for an update regarding the updating of the Council's website. The Clerk informed the Cllr that he had not completed any actions in regards to the website at present and would update members accordingly.

CC1847/18 Chairmanship of Environment & Amenity Committee

The Chairman informed Cllrs that Cllr Edmunds had made the decision to step down as Chairman of the E&A Committee. He explained that the meeting will be suspended whilst the members of the E&A reached a decision over who should take over the chairmanship.

*The meeting was suspended at 20:29 and re-opened at 20:32.*

**Resolved:**

- That Cllr Cole takes over as Chairman of the E&A committee and that Cllr Montague will serve as Vice-Chairman.

CC1848/18 Council's Annual Report

The Chairman introduced this item and asked Cllr Gallagher to elaborate. Cllr Gallagher informed members of the progress which had been made on the Annual Report. It was their hope to present the report at the Annual Parish Meeting and have physical copies available for residents to take away with them. The Chairman thanked the Cllr Gallagher & Cole along with all those who had contributed towards the report.

**Resolved:**

- That the Annual Report's progress is noted and that the approach as outlined in the supporting paper is approved.

CC1849/18 General Data Protection Regulations – External Data Protection Provision

The Clerk informed members that he, in conjunction with the other Clerks in Three Rivers, had sought the services of DPO Centre Ltd to provide the Data Protection Officer service to the Parish Council's in Three Rivers. This results in a cost to Croxley Green Parish Council of £2750 (year one). This was a significant reduction in cost from the £11,000 which had previously been quoted. The Chairman thanked the Clerk for his efforts in securing such a substantial reduction in costs for the Council. The Clerk explained that there would still be some rise in the cost as the Council would need to purchase new IT software & equipment to ensure that they are compliant with the new GDPR regulations.

**Resolved:**

- That Croxley Green Parish Council uses the GDPR service provided by DPO Centre Ltd at a cost of £2750.

CC1850/18 Closure

There being no further business the Chairman closed the meeting at 8:48pm.