



## **DOWNEND & BROMLEY HEATH PARISH COUNCIL**

### **FINANCE & GENERAL PURPOSES COMMITTEE MEETING**

**VENUE:** PARISH OFFICE, DOWNEND LIBRARY,  
BUCKINGHAM GARDENS, DOWNEND, BRISTOL BS16 5TW

**DATE:** WEDNESDAY 6<sup>TH</sup> JUNE 2018, 9.30am

#### **AGENDA**

1. Election of Chair of F&GP Committee 2018/2019
2. Apologies for absence
3. Requests for Dispensations
4. Confirmation of Minutes of Meeting held 3 May 2018
5. Matters Arising
6. Internal Auditor's report re. Xero accounting
7. Localism / Sports Pitches
  - 7.1 Layout drawings from Portable Building Supplies Ltd
8. Community Garden at Westerleigh Road
9. Request from Cllr Baker re. printing facilities
10. Knit and Natter request
11. Request from Bromley Heath Junior School
12. Update following request from Bromley Heath Neighbourhood Watch
13. Skatepark refurbishment
14. GDPR
  - 14.1 Policies for adoption
  - 14.2 To discuss how to handle subject access requests and form a model procedure.
  - 14.3 Ensure correct procedures in place to detect, report and investigate a personal data breach, and establish a Data Security Breach reporting structure.
  - 14.4 Information Commissioner's code of practice on Privacy Impact Assessments and how/when to implement them.
  - 14.5 New Model Standing Orders for adoption
  - 14.6 Risk Management review
15. Costs for the purchase of 'tablets', as agreed at full Council, May 2018
16. Any other business
17. Date and time of next F&GP Committee meeting

**Angela Hocking  
Clerk to the Council**

**30 May 2018**