

There will be a meeting of the **Lytchett Minster & Upton Town Council** which will be held on **TUESDAY 19 JUNE 2018** at 1 Moorland Parade, Moorland Way, Upton at **7.00 pm**.
Apologies for absence should be given to the Chairman/Clerk prior to the meeting.

Signed: Karen Wright, **Town Clerk**
13 June 2018

There will be a **DEMOCRATIC SESSION** at approximately 7.45 pm for a period not exceeding 15 minutes, to allow any electors of the Civil Parish a maximum of three minutes, to address the Council on a relevant matter or ask a question.

AGENDA

1. To receive the Minutes of the meeting held on 15 May 2018 and the Extraordinary meeting held on 14 May 2018.
2. To receive the Minutes of the Annual Assembly held on 9 May 2018.
3. To receive the Clerk's Report.
4. Correspondence:
 - a) Letter of thanks from Purbeck CAB
 - b) DAPTC Extraordinary Chief Executive Circular and DAPTC Chief Executive Statement to Shadow Dorset Council Meeting
 - c) Harbour View Open Day Invitation
5. To discuss the youth element of the Town.
6. To develop a strategic vision for the Town.
7. To consider subscribing to the 'Local Government Chronicle'.
8. To consider reinstating speed humps in the Recreation Ground Car Park.
9. To appoint DAPTC Representatives.
10. To confirm Mayoral Charities for 2018/19.
11. To consider the Transfer of PDC Assets to the Town Council as per attached map.

12. To approve the Annual Governance Statement 2017/18 for Lytchett Minster and Upton Town Council.
13. To approve the Accounting Statements 2017/18 for Lytchett Minster and Upton Town Council.
14. To receive the Internal Auditors Report for Year to 31 March 2018.
15. To receive the Report to Council on GDPR, the GDPR Audit Report and GDPR Action Plan June 2018 Version One.
16. To approve:
 - The Data Protection Policy 2018/19
 - The Data Security Incident Procedure 2018/19
 - The Data Subject Access Request Information and Form Procedure 2018/19
 - The Data Privacy Impact Assessment Procedure 2018/19
 - Privacy Notices:
 - Basic Consent Notice
 - Councillor Privacy Notice
 - Employee Privacy Notice
 - Recruitment Privacy Notice
 - Complaints Privacy Notice
 - Civic List Consent Privacy Notice)
 - Grant Applications Consent Privacy Notice
 - Data Protection Contract Clauses
17. Reports of Committees:
 - a) Environment 22.5.18. – Recommendation 25/18
 - b) Finance & Administration 29.5.18. – No recommendations
 - c) Amenities 5.6.18. – Recommendations 47/18 and 50/18
18. Representatives Reports (including LUBCA)/Purbeck District/Dorset County Council Matters.
19. To receive the latest financial summary of accounts.
20. To approve accounts for payment and to instruct members to sign cheques and authorise payments.
21. Items of report (including publicity opportunities) and matters for future Agendas.

The next full Town Council meeting will be held on 17 July 2018 at 1 Moorland Parade, Moorland Way, Upton at 7.00 pm.