

Abbots Langley Parish Council

Council Offices
Langley Road
Abbots Langley
Herts
WD5 0EJ

14th January 2019.

To Members of the Finance and Administration Committee

Councillors Sara Bedford, Liz Burns, Lyn Ferguson, Brenda Kersey, Jane Lay, Alex Michaels & Hitesh Tailor (Chairman).

The next meeting of the Finance & Administration Committee will be held at the above address on Monday 21st January 2019 at 6:00 pm, when your presence is summoned for the purpose of transacting the business outlined below.

The press and public are welcome to attend the meeting.

Tim Perkins
Clerk to the Council

AGENDA

1. **Apologies for Absence**
To receive and accept apologies for absence.
2. **Declarations of Interest**
To receive declarations of interest in items on the agenda.
3. **Public Participation**
To note if any members of the public have requested to speak at this meeting, in accordance with the Parish Council's Public Speaking Arrangements.
4. **To confirm the Minutes of the Meeting held on**
26th November & 17th December 2018 (previously circulated).
5. **Financial Grants 2019-2020**
To consider the award of financial grants for the coming financial year.
(Enclosed report of applications received and grants awarded 2013-2017.)
6. **Budget Monitoring Report**
To consider the budget monitoring report for Q3 2018-2019. (See monitoring and tracking reports enclosed).
7. **General Data Protection Regulations**
To consider the report from the Clerk. (Clerk's report item 1.)
8. **Clerk's Report**
To note items on the Clerk's report not covered elsewhere on the agenda.

Abbots Langley Parish Council
Clerk's Report - F&A - January 2019

1. General Data Protection Regulations

The final Impact Assessments were completed on 19th December and submitted to the DPO Centre following my review on 9th January 2019.

DPO Centre then need to analyse the assessments and report back on the actions needed. This will be in the form of a traffic light report, which is expected at the earliest by end January, early February.

It is unlikely to be a quick fix, with significant changes probably required to processes and systems. But until we receive the report and understand the priorities, there is no point in trying to second guess what will need to be done.

I'll discuss with the Chairman of this committee when the report has been received, it may be necessary for a one-off meeting to consider the short, medium and long-term actions needed.

2. Internal Audit - Interim Update 2018-2019

The above normally takes place in January and the report considered at this meeting.

Due to auditor availability the update is not taking place until 11th February so the report will be considered at the April meeting of this committee.

In the event that there are any significant findings from the audit I will advise accordingly.

Tim Perkins
Clerk to the Council
14th January 2019

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