

# Molash Parish Council

Thursday 11th July 2019

@ 7.30 pm, Village Hall

## AGENDA

1. Apologies for absence. 1 minute
2. To approve the Minutes of last meeting (14th June 2019) 5 minutes
3. Matters for Discussion
  - a. From minutes - some items may be found on both matters and minutes 10 minutes
  - b. Discussion about a village History Society TD 10 minutes
  - c. Report & Discussion about a Molash News letter KL 10 minutes
  - d. Report & Discussion Website Report CD 10 minutes
  - e. Forester discussion TC/SW 10 minutes
    - Monthly Molash Matters report for next issue???
    - Collection, Distribution and Areas covered
  - f. Discussion on Ideas for 2019-2020 KL 10 minutes
  - g. Ideas for VE Day 75th Anniversary celebration for 8-10th May 2020 ? SW 5 minutes
  - h. Calendar - theme for this year SW 5 minutes
4. Planning
  - a. Foodari SW 5 minutes
  - b. Woodyard SW 10 minutes
5. Correspondence
6. Any other Information
  - a. Mirror SW 2 minutes
  - b. Report Neighbourhood watch KL 5 minutes
  - c. Molash Matters facebook page? 2 minutes
  - d. The health and well being showcase in Wye KL 3 minutes
  - e. Speed Watch SW/KL 3 minutes
7. New items of information from councillors  
GDPR 3 minutes

Date for next meeting - \_\_\_\_\_ September 2019

# GODMERSHAM PARISH COUNCIL

## **General Data Protection Regulations (Service) Consent to hold Contact Information**

I agree that I have read and understand Godmersham Parish Council's Privacy Notice. I agree by signing below that the Council may process my personal information for providing information and corresponding with me.

I agree that Godmersham Parish Council can keep my contact information data for an undisclosed time or until I request its removal.

I have the right to request modification on the information that you keep on record.

I have the right to withdraw my consent and request that my details are removed from your database.

Name	
Date of birth if under 18	
Parental/Guardian Consent for any data processing activity	
Address	
Telephone No.	
Email Address	
Signature	
Date	

**For office use only:**

**Guidance Notes Data Sharing Checklist – systematic data sharing**

Scenario: You want to enter into an agreement to share personal data on an ongoing basis is this form relevant and the sharing justified? Read the below:

**Key points to consider:**

What is the sharing meant to achieve?

Have you assessed the potential benefits and risks to individuals and/or society of sharing or not sharing?

- Is the sharing proportionate to the issue you are addressing?
- Could the objective be achieved without sharing personal data?

**Do you have the power to share?**

Key points to consider:

- The type of organisation you work for.
- Any relevant functions or powers of your organisation.
- The nature of the information you have been asked to share (for example was it given in confidence?).
- Any legal obligation to share information (for example a statutory requirement or a court order).

**If you decide to share**

It is good practice to have a data sharing agreement in place.

As well as considering the key points above, your data sharing agreement should cover the following issues:

- What information needs to be shared?
- The organisations that will be involved.
- What you need to tell people about the data sharing and how you will communicate that information.
- Measures to ensure adequate security is in place to protect the data.
- What arrangements need to be in place to provide individuals with access to their personal data if they request it?
- Agreed common retention periods for the data.
- Processes to ensure secure deletion takes place.

Date Data received	Date consent received and approved for data to be held	Data received as Phone, email, hard copy or other	Data approved to be shared with the below	Removal of consent received	Date data disposed of and method of disposal actioned

# FORESTER DISTRIBUTION LIST

Sarah WILLIAMS.....12  
All of Knockwood Lane including Harbour Farm, Howletts Farm complex and round to Pontus and the Barn and Drylands

TONY DODD.....16  
A252 from Tower Farm thru to Forge House

JULIA PHEBEY.....10  
All of Pound Lane, including The Boma

RAY LOFTUS.....33  
A252 from Clarks Cottage down to Coppins Farmhouse and Church Lane

Paul Lowe..... 42  
Vicarage Cottages.....2  
Rosemeade..... 1  
Cherry Tree..... 2  
Flemings..... 1  
Oast Cottage..... 1  
Bower Farm Bungalow..... 1  
Then turn right after farm buildings onto unmade track  
Kings View..... 4 (includes 3 for posting)  
Forge Place..... 1  
Great Bower..... 1  
Then back onto Shottenden Lane and turn tight  
Little Bower complex.....4  
Newlands Cottages..... 2  
Then up Withersdane lane to Wytherling Court  
Cottages at end.....2  
David Potter Farms Post box.....2

Then back into Shottenden Lane and turn right  
Puddleduck Farm (post box just over gate on right).. 1  
Woodview.....1  
Elm Tree.....1  
Then down to triangle and turn left into Shottenden Road  
Harts Farm.....1  
Hope Cottage ..... 1  
Wells Cottages..... 2  
The Granary..... 1  
Then to next house on right – Little Guzzles 1  
The turn around and come back past triangle to next house  
On left Nut Trees.....1 (watch flooding when wet)

Then go to the cross roads in Shottenden and deliver 6 to Cock Farm House  
On the right at the cross roads