

## GDPR Compliance Activities

The Parish Council agreed at its February meeting to subscribe to Local Council Public Advisory Service at a cost of £50.00 for one calendar year to provide a stand-alone Data Protection Officer (**Minute 19.02.18.2 refers**).

The Clerk has subscribed to the service and signed and returned the service agreement – an invoice has been requested. LCPAS has sent through a comprehensive range of documents and templates which the Parish Council may use, and the Parish Clerk is working through these.

Privacy notices will be issued to allotment holders when their invoices are sent out this spring.

The clerk is undertaking further research on the best approach to achieving secure e-mails and exchange of data between Councillors and the Clerk.

The Clerk has purchased a “pay as you go” sim card (**agenda item 19.04.09 refers**) which will enable her to migrate all Parish calls to a dedicated line – **07988643772** – the benefit of this will be that any calls received on this phone will now be completely separate from the Clerk’s personal phone.

A cross cutting shredder is now available for the Clerk’s disposal of sensitive documents.