

Members discussed various training, e.learning and other sources of information and guidance on this evolving subject matter. They also discussed their individual responsibility and differences between Town and County Councillor requirements. Reference was made to the need to obtain a person's consent to record personal information data, and also requirement to remove such data after six months subject to circumstances unless personal consent has been obtained to store data.

RESOLVED

- 1) That Committee adopt Data Protection Policy 2019.
- 2) That the Town Clerk/Financial Officer circulate details of training courses and/or guidance to Town and County Councillors on their role and responsibilities for data protection.
- 3) That a draft Data Protection Statement be prepared for use by Town Councillors.

159 FINANCIAL ASSISTANCE APPLICATIONS

Details of grant applications and financial statements had been circulated with agenda.

RESOLVED That the following grants be awarded:-

Benefits Advice Service	£1,800	Local Government Act 1972 Section 142 Cost within budget provision 2019/20
Prestatyn Walking Football	£297	Local Government Act 1972 Section 137 Cost within New local organisation budget provision 2019/20
Prestatyn Flower Show	£1,000	Local Government Act 1972 Section 144 Cost as per budget provision 2019/20
Prestatyn Car Show	£600	Local Government Act 1972 Section 144 Cost within budget provision 2019/20

160 EXCLUSION OF PUBLIC AND PRESS

RESOLVED That Public and Press be excluded in accordance with Local Government Act 1972 Schedule 12A parts 1, 3, 16 during following items:- Council Chambers/Staffing

161 COUNCIL CHAMBERS PM116

Town Clerk/Financial Officer verbally updated Committee upon Denbighshire County Councils proposals to dispose of Municipal Offices, Nant Hall Road, Prestatyn. He explained that Town Council had historical user rights on Council Chamber/Mayor's Parlour and that agreement in principle had been reached between both Councils for surrender of established user rights.

The proposed development of Municipal Buildings involved substantial investment by private company and a full planning application for change of use would need to be submitted to Denbighshire County Council Planning Authority. The Town Clerk/Financial Officer also outlined various financial/development scenarios that could potentially impact upon

proposed timescales and financing of the proposed extension Town Council Offices, 7 Nant Hall Road, Prestatyn.

RESOLVED That Council retain its historical established user rights for Municipal Building pending confirmation of planning approval and exchange of property contracts.

162 STAFFING REPORT

Deputy Town Clerk referred to her report circulated with agenda papers. The report provided details of internal staff meetings, manual handling training and 1:1s/staff appraisals work. Information was provided on long term sickness of employee and of actions being taken to cover this role.

It was also reported that one member of staff's job description was currently under review and evaluation exercise was being prepared. All other staff job roles had been reviewed in recent years and annual appraisals had provided opportunity to assess adequacy of job descriptions in a changing work environment.

RESOLVED

- 1) That Staffing Report be received and recommendations accepted.
(Cllr M. German abstained from voting on this item)

- 2) That named employee on long term sickness be sent Council's best wishes for speedy recovery.

Chairman_____