

Stone Town Council – Management Sub-Committee

Minutes of the meeting held in St Michael’s Suite at the Frank Jordan Centre, Lichfield Street, Stone on Tuesday 13 November 2018

PRESENT: Councillor J. Davies in the Chair and
Councillors: Mrs E. Mowatt, M. Green, M. Shaw, Mrs K. Green and R. Kenney

By Chairman’s invitation:

ABSENT: Councillors: Mrs M. Goodall, M. Williamson and I. Fordham

MAN19/014 Apologies

Councillors: Mrs M. Goodall, M. Williamson and I. Fordham

MAN19/015 Declarations of Interest and Requests for Dispensations

None received

MAN19/016 Representations from Members of the Public

None received

MAN19/017 Updates

The Sub-Committee received updates on the following:

a. Plan HEADSTONE

The Town Clerk advised that a number of updates were necessary to the project Headstone protocol and he would consult with the original author before updating the document.

b. Website

The Town Clerk advised the Sub-Committee that there was no update on the website.

c. Service Continuity Plan

The Town Clerk advised the Sub-Committee that the Service Continuity Plan was receiving consideration but had not been documented in writing as yet.

* Items marked with an asterisk refer to reports or papers circulated with the agenda or distributed at the meeting. They are attached as an appendix to the signed copy of the Council minutes.

d. Data Protection Act 2018

The Town Clerk advised the Sub-Committee that the Town Council is following the advice of the National Association of Local Councils in complying with the basic requirements of the legislation. The remaining data protection tasks are being dealt with as they arise.

e. Future of IT Support for Elected Members

The Town Clerk advised that a report would be made to a future Sub-Committee meeting.

Town Mayor

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