

## **BRERETON AND RAVENHILL PARISH COUNCIL**

Minutes of an Extraordinary Meeting held at the Parish Hall, Ravenhill Park, Brereton, on Wednesday, 13<sup>th</sup> April 2022.

### **Present**

Councillors Miss IJ Brown, Mrs DM Easton, Alderman R Easton, Councillors PA Fisher, Mrs W Fisher, Mrs G Harvey, JC Harvey, Ms C Hodgkiss and Mrs L Johnson.

An apology for absence was received from Councillor DR Johnson.

The meeting was called to discuss two issues:-

1. Control of Data Protection
2. Resignation of the Parish Clerk

### **[1] Control of Data Protection**

It was proposed and seconded that Councillor TA Jones be responsible for the control of data on a temporary basis until a new Parish Clerk had been appointed.

Alderman R Easton informed the meeting that cheque books had been removed from the Parish Hall by the Parish Clerk without the permission of the Parish Council. It had impeded the work of Mr John Smith [Caretaker/Administrator] in as much as bills needed to be paid and also staff salaries. There had also been a possible breach of data protection in relation to details regarding the two staff members, ie Mrs Ruby Davies and Mr John Smith. Councillor TA Jones had prepared a letter to send to the Information Commissioner's Office to inform the Commissioner of the breach of data protection. He had also prepared letters to give to the two staff members informing them of the position. The Members present agreed that the letter should be sent to the Information Commissioner's Office as soon as possible.

### **[2] Appointment of of a New Parish Clerk**

All present at the meeting agreed that a Parish Clerk be appointed as soon as possible and that training for the Clerk would be of the utmost importance. Costs could be met from Parish Council funds.