STRUMPSHAW PARISH COUNCIL

Community Hall Committee Formal Meeting Report 06/11/2026

Committee members present: Mark Hopkins (MH), Sarah Cartwright (SJC), Ellie Buckton (EB) Tina McAulay (TMc), Lynda Hunt (LH), Rod McBride (RM

	Action
1. Apologies for Absence – Sophie west	
2. Declarations of interest - none	
3. Minutes of formal meeting 17/4/26 -- agreed	
4. Safeguarding – nothing to report	
5. Yare Folk Music evening 5/12/26 ○ SJC met with Les to agree details ○ Advertising poster has been produced – Ellie to put in notice boards ○ Lynda to advertise online and set up ticket sales via our website	 EB LH
6. GDPR ○ UK data protection law was significantly amended in 2025 but not replaced. The UK GDPR and Data Protection Act 2018 remain the framework; the Data (Use and Access) Action 2025 sits on top of them. ○ Tanya is the Data Protection Lead for the Parish Council, we have nominated and Lynda has agreed to be the CHC Data Protection Complaints Lead ○ We have updated our privacy policy on our website, and on our hiring agreement. ○ LH to work with Tanya after 17th November when she has completed a Data Protection course to implement any other changes necessary	 LH
7. Fire Exit Doors – see paper ○ RMc has organised 3 different quotes which all meet the specifications. ○ CHC committee recommend urgent replacement by Broadland windows ○ Sarah to take paper to 17/11 PC meeting for spend authorisation	 SJC
8. Budget 2027/28 for submission to the Parish Council ○ See papers and spreadsheet ○ Hire Rates Review – revised rates were agreed ○ New electricity contract has been agreed – see paper ○ Budget – all lines reviewed and the budget proposed in Scribe has been agreed ○ Revised rates for cleaner and window cleaner agreed – documented in scribe ○ Committee agreed to renew CAN membership at Silver as this will help with the projects we plan to take forward next year – SJC to do ○ SJC to take to 17/11 PC meeting	 SJC SJC
9. Review Outstanding Actions ○ See Action Log "CHC Outstanding Actions as at 06.11.2026"	
10. Any Other Business ○ none	