



**FORDER COMMUNITY & CONSERVATION  
ASSOCIATION**

[www.forder.org.uk](http://www.forder.org.uk)

Registered Charity No: 1179921

*“caring for the community: protecting the  
environment”*

**NEWSLETTER**

May - June 2019

**NOTICES/FORTHCOMING EVENTS:**

**Coffee Mornings** – Next one in June, see noticeboard for details

**Film Nights** – begin again in September

**Creeky Crafters** – 1<sup>st</sup> & 3<sup>rd</sup> Mondays, 10:30 – 13:30

**Summer Fete** – Sunday 14<sup>th</sup> July

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**FCCA Meeting Minutes**

1. **Apologies** Roger Furzier, Derek Pilgrim, John and Marianne Beale, Tony & Sandy Parry, John Hooper, Warren
2. **In attendance:** Carole Brown, Pat Salt, Joe Hall, Mave Hall, Keith Rawlings, Sue Hooper, Lynn Vickers, Viv Courtenay-Crabb, Nigel Crabb, Jan Lidstone, John Lidstone, David Salt, Bryan Baker, Jackie Keith, Chris Holland, Rebecca Pearce.  
**Observing:** David Yates
3. **Minutes of the April meeting** - All agreed that they were correct. Signed by Carole.
4. **Matters Arising** – Wreck disposal boat all removed except for the Keel which David and Joe will sort out between them. Pikey worked very hard to get rid of it. There is hope for mankind.
5. **Membership Roll Book** – being signed (see notes on GDPR below). It will take a while for everyone to add their name to the roll and receive a membership number.
6. **Forder Emergency Response** – Rebecca is assisting with information and will discuss provision of fresh water in certain types of emergency, with the committee.
7. **Accountant’s Report**- Donation agreed to be made for the Great War Committee bulb planting. There was a query whether a charity can give to another charity unless their aims are the same. Sue Hooper explained that the Great War Commission is not a charity, it is a movement that will cease to exist next year. The overall cost for the

bulbs will be approximately £500 and there is a plan to plant a tree and erect a seat. £1,000 to raise further for this. £16,500 has been raised already for everything that has been done but work is ongoing. Bulb planting will take place in September.

Lynn Vickers suggested therefore that this would be suitable to receive a financial gift after the summer fete.

£100 was suggested and agreed. (Nominated by Pat Salt and seconded by Lyn Vickers). All in favour subject to the treasurer agreeing.

At 6<sup>th</sup> May, 2019,

<b>Income</b>		<b>Expenditure</b>	
2 x tree donation	£ 50.00	Film costs	£ 84.00
2 x Films	£102.00	Tub and Plants	£ 76.69
Mooring Fees	£972.00	Grass Cutting (x4)	£200.00
Deposit Interest	£ 10.66	Gas Refills (2 cylinders)	£156.11
<b>Total</b>	<b>£1,134.66</b>		<b>£516.80</b>

8. **Moorings Officer's Report** - All bills gone out and around £1500 in.
9. **Neighbourhood Watch** - Two vehicles broken into in Higher Port View on April 15<sup>th</sup>. Make sure your vehicles are locked.  
  
Rogue callers knocking doors and offering to do gardening jobs etc. taking cash and then not coming back. No cold caller notes available.
10. **Conservation Officer's Report** - Nothing new to report other than coverage of Crannog House planning application.
11. **Crannog House Planning Application** - It is important that everyone does read the application and comment as they see fit, in good time. There was concern that the planning meeting at STC last time was not well handled. All planning documents should be submitted by the deadline and no documents submitted after this date. A mistake was made to read last-minute information. Please put in your comments in time for the Town Council to read them.
12. **CIC news** - Hopper Bus, new timetable started on April 3<sup>rd</sup>.

13. **Film Nights** – Most recent films have been Peterloo, Grease, and Jimmy’s Hall. Some new members attended. Next one Song for Marian then no more until September (unless there is demand for more).
14. **Creeky Crafters** - There will be a craft stall for the fete. Those attending the Creeky Crafters are making things for the stall. All are welcome to come along and have a go at making something. No particular skills are required
15. **Summer Fete** - Sunday 14<sup>th</sup> July. Bryan has offered to do the BBQ. Glyn will advise on what is needed.
16. **Correspondence** - None.

17. **AOB:**

Note from David Coe. Someone mistakenly believing Terry Catterall’s cats were not being looked after, have taken them from Antony Passage in the past few days. Terry has had one of them for some 17 years, they live permanently outside, are healthy, will suffer if kept indoors and he is distraught at the loss. He feeds them each morning and looks after them well.

Perhaps some young people (under 70) could help out with some manual work at the orchard?

Keith Rawlings raised an observation from the Cornish Times. A meeting regarding the 11-year-old village green application will be held at the Guildhall on May 30<sup>th</sup>.

Nigel Crabb said this is an opportunity for the ‘*little man*’ to face up to authority and we should voice our opinions.

A request has been made for FCCA support from a community that has a similar problem.

Forder Fete posters available to display. Magnetic posters are also available to go on cars.

Cllr Yates invited the organisation to put FCCA data onto the Saltash Town Council website as since GDPR rules have come in, the Council has removed most data and ask for organisations to put it up themselves.

18. **DONM** -10<sup>th</sup> June, 7:15

Meeting closed 20:40

## **The Roll Book and GDPR**

**Members are being asked to put their names in a numbered roll book. When you enter your name in the book, please make a note of your membership number as you will need it to update your contact preferences. We are introducing this measure to make working within GDPR manageable in our small organisation. Please keep the**

**information below for future reference. Please contact the Association if you are unable to attend meetings but would like to have your details placed on the Roll.**

### **Statement on Data Protection**

The Charity Trustees have a responsibility to manage your data in a lawful, fair, and transparent way. This statement sets out the personal data we hold and the methods by which we will manage it securely.

Our organisation is very small. In line with current data protection laws, we want to keep the amount of data we hold to an absolute minimum and only to hold it for as long as is necessary and no more.

### **Names**

Members are duly invited to place their full names (not signatures) in the numbered membership roll book. Members are obliged to keep a note of their membership number. The membership roll will be safely stored in a locked cabinet and its sole purpose is to create a current and historic record of members, which is required by our charity registration.

### **E-mail Addresses**

On first joining we will ask members and newsletter subscribers to provide their membership number and an e-mail address where we can send meeting agendas, newsletters, and any other relevant communications that are necessary for the smooth running of the charity. Annually thereafter in June, we will write to members to check that they are still happy to receive e-mail communications.

Both the Minutes Secretary and Membership Secretary will each keep copies of the digital e-mail contact list on encrypted storage devices. When not in use, the storage devices will be kept in a safe, locked location. Only the Membership and Minute Secretaries will have access to these devices. The e-mail lists will not be saved to an external server or any personal computer or other electronic device.

The only data we require for these lists are your contact e-mail address and your individual membership number, (no names, telephone numbers, home/business addresses or other data). The e-mail address you provide will be used to communicate with you as a member/newsletter subscriber/boat owner.

**You can ask to be removed from these lists at any time by contacting both the Minutes Secretary, Rebecca Pearce <pearcer@virginmedia.com> and Membership Secretary (vacancy at present) using the e-mail address we hold for you and quoting your membership number. If you want to be removed from the contact list, please write in the subject header: *'Please remove me from the FCCA contact list'*.**

If you would like to update your contact e-mail address, please contact both the Minutes Secretary and Membership Secretary, using the current e-mail address we hold for you, quoting your membership number. Provide the new e-mail address and write in the subject header: *'Please update my contact e-mail address'*.

## **Additional information for boat owners**

The Moorings Officer will communicate with boat owners by paper mail. It is necessary for boat owners to provide their name, address, the name and length of their boat, and a copy of their insurance certificate. This information will be kept in a locked facility and only used for the purpose of contacting boat owners annually for subscription renewals, or at other times when circumstances require boat owners to be communicated with directly.

When a mooring is renewed, data relating to the previous year will be safely destroyed.

**We trust that this document clearly defines our approach to data management, the limited data we intend to hold, the purpose for which we hold it, and how we will keep it up-to-date.**

**If you have any questions relating to data protection, please contact the Data Controller, Chairman, Tony Parry.**

