



Clerk's Report – January 2026 Holbrook Parish Council

Training/Meetings attended: Assertion 10 (Scribe)

As of last month, I have still not received any reply from Anglian Water or Anglian Leisure re the Dam and the transportation of water, etc. I wrote to 3 different people within the organisation.

Nothing further has been received from UK Power Networks re fly posters on the electrical substation opposite the doctors' surgery following their last email which said they were consulting their maintenance team.

Council has already looked at the new Assertion 10 which forms part of the Annual Governance and Accountability Statement and which comes into force for this year's audit and AGAR statement: a reminder of the basic requirements is that Councils must:

- use a council-owned domain for email and to operate an accessible website (the Council has recently commissioned an external website accessibility audit and the report and any action necessary will be circulated as soon as available).
- comply with the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018
- process personal data lawfully, fairly, and in line with UK GDPR principles
- recognise their roles as both a Data Controller and a Data Processor

I have attended training and some aspects of this is overwhelming for a small council. However, I have included in the Agenda a paper which documents what steps Holbrook Parish Council takes to comply with Assertion 10. This is for consideration by Councillors. Questions and suggestions are very welcome.

In reviewing the Finance Regulations, I am proposing that the value in 5.9 (highlighted in yellow) is increased from £500 - £5,000 to £1,000 - £5,000. This is in line with other Councils of a similar size. However, we will continue always to seek best value and will seek alternative estimates where possible for all expenditure.

In consultation with the Chairman, I have submitted an application form for a grant to fund a further year of fitness classes at the Peninsula Sports Centre. The deadline for this is 16th January. It is probably a long shot and I'll keep Council informed of the outcome.

Jo Hazlewood – January 2026