

**THURSTON PARISH COUNCIL**

Parish Council Office

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**The Parish Councillors of THURSTON POLICY & RESOURCES COMMITTEE are summoned to attend a MEETING on Friday 28<sup>th</sup> February 2020 commencing at 10.30am to 11.45am latest in the Parish Council Office, New Green Centre, Thurston, IP31 3TG**

The Council, members of the public and press may record/film/photograph or broadcast this meeting when the public and press are not lawfully excluded.

Any member of the public who attends this meeting and objects to being filmed should advise the Clerk to the Council who will request that they are not included within the filming.

**A G E N D A**

1.	Opening and to welcome Cllr. West to the Committee	10.30
2.	Apologies – a) Council to receive apologies b) Council to consent to accept apologies received	10.30
3.	Declarations of pecuniary and non-pecuniary interests - a) To receive declarations of pecuniary and non-pecuniary interest in items on the agenda and their nature including gifts of hospitality exceeding £25	10.35
4.	To approve the minutes of the Committee Meeting of 1 <sup>st</sup> November 2019 – <i>as previously circulated</i>	10.40
5.	To consider the following: a) To review the Council's Financial Risk Assessment 2019-2020 – <i>Paper 2020/1</i> b) To review the Council's Risk Management Strategy 2019 – 2020 – <i>Paper 2020/2</i> c) To review the Council's Insurance Schedule vis-à-vis the current Asset Register – <i>Paper 2020/3</i> d) To review the effectiveness of Internal Control – <i>Paper 2020/4-A</i> e) To review the effectiveness and scope of Internal Audit – <i>Paper 2020/4-B</i> f) To confirm the recommendation of the appointment of the Council's Internal Auditor g) To note amendments to the Council's Model Publication Scheme – <i>Paper 2020/5</i> h) To review the Council's Policies and Procedures – <i>see Appendix A</i>	
6.	Date of future Meetings: to confirm the date of the next full Parish Council Meeting which is scheduled for 4 <sup>th</sup> March with the next Policy and Resources Committee Meeting scheduled for 24 <sup>th</sup> April 2020 commencing at 10.30am.	11.45
7.	Close of Meeting	11.45

***Vicky Waples***

**Proper Officer to the Council**

20.02.20

## Appendix A

### Agenda Item 5g)

The Policies to be reviewed are as per the list below and can be found on the Parish's website at the following address:

<http://thurston.suffolk.cloud/parish-council/policies-procedures-and-strategy>

Accident Reporting & Investigation Policy  
Community Engagement Strategy  
Complaints Policy Procedure  
Data Protection Policy  
Disciplinary Rules & Disciplinary Procedure  
Dispensation Policy  
Document & Electronic Data Retention Policy  
Electronic Communication and Social Media Policy  
Environmental Policy  
Equality Policy  
Filming and Recording at Council Meetings Policy  
Grant Awarding Policy  
Grievance Policy & Procedure  
Health & Safety Policy  
Information Security Incident Policy  
Lone Worker Policy  
Media Policy  
Reserves Policy  
Sickness & Absence Policy  
Staff Appraisal Policy  
Subject Access Request Policy  
Subject Access Request Procedure  
Training and Development Policy  
Travel and Expenses Policy