

# 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 24<sup>th</sup> February 2023 in the Parish Council Office commencing at 10.30am

*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.*

*Members of the public are welcome to join this meeting although numbers may be restricted due to the venue's size.*

## AGENDA

1.	Welcome and apologies for absence – a) Council to receive apologies b) Council to consent to accept apologies received	10.30
2.	Declarations of pecuniary and non-pecuniary interests - a) To receive declarations of disclosable pecuniary interests, other and non-registerable interests as detailed in Appendix B of the LGA Model Code of Conduct including notification of gifts of hospitality exceeding £50.	10.32
3.	To approve the minutes of the Committee Meeting of <i>as previously circulated</i> a) 25 <sup>th</sup> November 2022	10.35
4.	To consider the following matters as part of the Council's year-End Process: a) To review the Council's Financial Risk Assessment 2022-2023 – Paper 2023/1 b) To review the Council's Risk Management Strategy 2022-2023 – Paper 2023/2 c) To review and agree the effectiveness of Internal Control as written within the Internal Control Policy – Paper 2023/3 d) To review the effectiveness and scope of Internal Audit – Paper 2023/4 e) To confirm the recommendation of the appointment of the Council's Internal Auditor f) To review the Council's Reserve Policy – Paper 2022/5 g) To review the Council's Policies, Procedures and Protocols as per Appendix A	10.40
5.	To receive an update on the Detached Youth Work Project: i. Senior Detached Youth Worker: Job Description; Person Specification; Advert ii. Volunteer Detached Youth Worker: Role Description, Person Specification; Advert iii. Detached Youth Work Policy	11.15
6.	To consider matters coming forth from Committee Members	11.25
7.	Date of future Meetings: to confirm the dates: a) 21 <sup>st</sup> June 2023 commencing at 18.00pm	11.30
8.	Close of Meeting	11.35

*Mrs V S Waples*

Proper Officer to the Council

17.02.2023

Appendix A - Agenda Item 4g)

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 Policy and Procedures

Anti-Harassment and Bullying Policy

Anti-Bribery and Corruption Policy

Appeals Procedure – Annexe to Complaints Policy  
CCTV Policy  
Climate Awareness and Environmental Policy  
CIL Grant Awarding Policy  
Complaints Policy Procedure  
Co-Option of Councillors Policy  
Data Protection Policy  
Disciplinary Procedure  
Disciplinary Rules  
Dispensation Policy  
Document & Electronic Data Retention Policy  
Emergency and Dependent's Leave  
Equality and Diversity Policy  
Equal Opportunities Policy  
Flexible Working Policy  
Grant Awarding Policy  
Grievance Policy  
Holiday Policy  
Health & Safety Policy  
Information Security Incident Policy  
Internet Banking Policy  
Investment Policy  
IT and Electronic Communication Policy  
Lone Worker Policy  
Media Policy  
Meeting Attendance Policy  
Playground Risk Management Policy  
Policy for Recording and Reporting at Meetings 2022  
Protection of Children and Vulnerable Persons Policy  
Sickness and Absence Policy  
Social Media Policy  
Staff Use of Social Media Policy  
Staff Appraisal Policy  
Subject Access Request Policy  
Subject Access Request Procedure  
Training and Development Policy  
Travel and Expenses Policy  
Use of Photographs Policy  
Volunteer Policy  
Whistleblowing Policy  
Freedom of Information Policy