



The Parish Councillors of THURSTON POLICY & RESOURCES COMMITTEE are summoned to attend a meeting on 21st February 2024 commencing at 6.00pm in the Community Library, Norton Road, Thurston, IP31 3PB

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.

A G E N D A

1.	Welcome and apologies for absence – a) Council to receive apologies b) Council to consent to accept apologies received	18.00
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.	18.02
3.	To approve the minutes of the Committee Meeting of <i>as previously circulated</i> a) 15 th November 2023	18.05
4.	To consider the following financial matters as part of the year-end procedures: a) To review the Council’s Financial Risk Assessment 2023-2024 – Paper 2024/1 b) To review the Council’s Risk Management Strategy 2023-2024 – Paper 2024/2 c) To review and agree the effectiveness of Internal Control as written within the Internal Control Policy – Paper 2024/3 d) To review the effectiveness and scope of Internal Audit – Paper 2024/4 e) To confirm the recommendation of the appointment of the Council’s Internal Auditor to full Council – <i>see Paper 2024/4</i>	18.10
5.	To review and / or adopt the following policies: a) Dispensation Policy - revised b) Pensions Discretions Policy – 2024 c) Council’s Policies, Procedures and Protocols as per Appendix A	18.30
6.	To note the Fire Risk Assessment of the Parish Council Office as carried out by the Clerk	18.35
7.	To receive an update on the following: a) Detached Youth Work Project - to note interviews for the Senior Detached Youth Worker have been scheduled for Friday 23 rd February 2024 b) Newsletter Editor – to note the advert has been placed for a Newsletter Editor	18.40
8.	To consider matters coming forth from Committee Members	18.45
9.	Date of future Meetings: to confirm the dates: a) 18 th September 2024 commencing at 6.00pm (18.00) – <i>unless legislation requires a further meeting</i>	18.50
10.	Close of Meeting	18.50

Mrs T & S Waples

Clerk and Proper Officer to the Council

15.02.2024

Appendix A - Agenda Item 5c) - 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
Bio Diversity Policy
CCTV Policy
CIL Grant Awarding Policy
Climate Awareness and Environmental Policy
Communication Policy
Complaints Policy Procedure & Appeals Procedure & Annexe to Complaints Policy
Co-Option of Councillors Policy
Data Protection Policy
Detached Youth Worker Policy
Disciplinary Procedure & Disciplinary Rules
Document & Electronic Data Retention Policy
Emergency and Dependent's Leave
Equality and Diversity Policy
Equal Opportunities Policy
Fixed Asset Policy
Flexible Working Policy
Freedom of Information 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
Protection of Children and Vulnerable Persons Policy
Sickness and Absence Policy
Social Media Policy
Staff Use of Social Media Policy
Staff Appraisal Policy
Staff Recruitment 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