

FAWLEY PARISH COUNCIL

Connecting Communities



8th March 2023

To all Members of the POLICY, RESOURCES AND PERSONNEL Committee

You are hereby summoned to attend the **Policy, Resources and Personnel Committee meeting of Fawley Parish Council** to be held on Wednesday 15th March 2023 commencing at 7.00pm. The meeting will be held in The Council Chamber, Jubilee Hall, The Square, Fawley, Hants. SO45 1DD

Stephanie Bennett

Clerk to the Council

stephanie.bennett@fawley-pc.gov.uk

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AGENDA

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

- a. To note any declaration of interest made by Members in connection with an agenda item. Members to specify the nature of the interest;
- b. To receive any written requests for dispensations for disclosable pecuniary interests;
- c. To grant any requests for dispensation as appropriate.

3. PUBLIC SESSION

Members of the public may ask questions or submit comments about agenda items/parish council matters. Parish Councillors may also make comment at this time. Each person speaking is limited to three minutes. Duration of this agenda item to be no longer than fifteen minutes.

Blackfield • Calshot • Fawley • Hardley • Holbury • Langley

Fawley Parish Council, Gang Warily, Newlands Road, Fawley, Hampshire. SO45 1GA
Telephone: (023) 8089 0761 Recreation Centre: (023) 8089 3603 Fax Number: (023) 8024 3297
Email: clerk@fawleyparishcouncil.org.uk

4. MINUTES

To consider and approve the minutes of the Committee meeting held on 16th November 2022. See Appendix 4

5. CHAIRMAN ANNOUNCEMENTS

6. POLICIES

- a. To consider draft policies for:
 - Safeguarding. See Appendix 6a
 - Required Training. See Appendix 6b
- b. To consider closing the warm room provision at the end of this current cold weather (washing machine and shower availability to remain)

7. COUNCIL STRATEGY

To receive the performance plan of the council strategy. See Appendix 7

8. INSURANCE RENEWAL

To consider the report of the Clerk. See Appendix 8

9. PERSONAL DEVELOPMENT INTERVIEW

To consider the report of the Clerk. See Appendix 9.

10. FINANCE

- a. To receive the bank reconciliation of 28th February 2023. See Appendix 10a
- b. To receive the accounts for payment for February 2023. See Appendix 10b
- c. To receive the balance sheet for 28th February 2023. See Appendix 10c
- d. To receive the report of the Finance Manager regarding the change of software systems. See Appendix 10d
- e. To consider the proposed movements to Ear Marked Reserves. See Appendix 10e

11. TRAINING

- a. To receive the report of the Clerk regarding Councillor Training. See Appendix 11a
- b. To receive the report of the Assistant Clerk regarding Leisure Assistant Training. See Appendix 11b

12. PAY CLAIM 2023-2024

Clerk to report on the pay claim to date. See Appendix 12

13. POSTAGE

To receive the report of the Clerk on the postage of summons and agenda packs. See Appendix 13

14. CORPORATE RISK REGISTER

To receive the corporate risk register. See Appendix 14

15. SPORTS VAT REFUNDS

To receive the report of the Assistant Clerk. See Appendix 15

16. COMMITTEE ACTION PLAN

See Appendix 16

17. COUNCILLOR NEWS RELEVANT TO THIS COMMITTEE

18. EXCLUSION OF PUBLIC AND PRESS

To exclude the Public and Press from the remainder of the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 as matters which will be discussed are considered to be confidential

19. RISK MANAGEMENT

20. EVENTS

21. DATE OF NEXT MEETING

Policy Resources and Personnel Committee 16 August 2023