

WIGTON TOWN COUNCIL

Town Clerk: Alison Dodd
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7th June, 2021

Dear Councillor

You are summoned to attend a meeting of the Policy and Development Committee on **Monday 14th June 2021 at 6pm in the Community Offices.**

Please let me know if you are able to attend.

Yours sincerely

A Dodd

Alison Dodd
Clerk to the Council

Agenda

1. Elect a Chair

To elect a chair to the Policy and Development Committee

2. Apologies for Absence

To receive and accept apologies for absence

3. Minutes of the Policy and Development committee on 15th April, 2021

To receive and agree the minutes of the meeting held on 15th April, 2021 - attached

4. Declarations of Interest/Dispensations

Members are invited to declare “Disclosable Pecuniary Interests” and “Other Registerable Interests” and refer to “Dispensations” relating to any item on the agenda

5. Review Health and Safety Policy

Members to review the Health and Safety Policy – (attached), and authorise the Chair and Clerk to sign

6. To consider the adoption of a Co-Options Policy

Members to consider the adoption of a co-option policy (Draft attached)

7. To consider the adoption of a Petitions Policy

Members to consider the adoption of a petitions policy (Draft Attached)

8. To review the Risk Management Strategy

Members to review the Risk Management Strategy (attached)

9. To review the Safeguarding Policy

Members to review the Safeguarding policy (attached)

**10. To consider writing a policy/procedure or protocol regarding abuse towards councillors
And Staff**

The committee to discuss whether to implement a new policy/protocol/procedure, or to consider a review of the current Dignity at work policy (copy attached).

11. To nominate a member of the committee to undertake the Staff Appraisals

To nominate a member to undertake the annual staff appraisals

12. Date of Next Meeting

To be arranged