

WIGTON TOWN COUNCIL

**A MEETING OF THE POLICY AND COMMUNITY DEVELOPMENT
COMMITTEE WAS HELD ON**

MONDAY 14TH JUNE 2021 AT 6.00PM

PRESENT

Cllrs Ferriby, Clark, Williams, Lynch, Robbins and Crouch

PD/1/2021 ELECT A CHAIR

Cllr Ferriby was duly elected as Chair of the Policy & Development Committee

PD/2/2021 TO RECEIVE APOLOGIES & RECORD REASONS FOR ABSENCE

None

**PD/3/2021 RECEIVE AND AGREE THE MINUTES OF THE MEETING OF THE
COMMITTEE HELD ON 15TH APRIL 2021**

APPROVED and signed as a true record

PD/4/2021 DECLARATIONS OF INTERESTS AND DISPENSATIONS

None

PD/5/2021 REVIEW HEALTH AND SAFETY POLICY

RESOLVED - Members reviewed the Health and Safety Policy and authorised the Chairman and the Clerk to Sign

PD/6/2021 CONSIDER THE ADOPTION OF A CO-OPTIONS POLICY

RESOLVED – Members considered and adopted the draft Co-options Policy.

PD/7/2021 CONSIDER THE ADOPTION OF A PETITIONS POLICY

RESOLVED – Members considered and adopted the draft Petitions Policy.

PD/8/2021 TO REVIEW THE RISK MANAGEMENT STRATEGY

RESOLVED – Members reviewed the Risk Management Strategy

PD/9/2021 TO REVIEW THE SAFEGUARDING POLICY

RESOLVED – Members reviewed the Safeguarding Policy

PD/10/2021 TO CONSIDER WRITING A POLICY/PROCEDURE OR PROTOCOL REGARDING ABUSE TOWARDS COUNCILLORS AND STAFF

RESOLVED – Working Group (Cllrs Ferriby, Clark and Robson) to review the Dignity at Work Policy and look at adopting an intimidation policy to take into consideration bullying/harassment of councillors and staff.

PD/11/2021 TO NOMINATE A MEMBER OF THE COMMITTEE TO UNDERTAKE STAFF APPRAISALS

RESOLVED – Cllrs Lynch and Williams to undertake Office Staff Appraisals and the Clerk to undertake Grounds Staff Appraisals.

PD/12/2021 DATE OF NEXT MEETING

Date of next meeting – 6th September 2021 at 6.00pm

Meeting Closed at 6.50pm