

**WIGTON TOWN COUNCIL**

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

**MONDAY 14<sup>TH</sup> 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 15<sup>TH</sup> 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 – 6<sup>th</sup> September 2021 at 6.00pm

Meeting Closed at 6.50pm