

# NEWTON POPPLEFORD AND HARPFORD PARISH COUNCIL

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## Notice of a meeting of the Policies & Personnel Committee

Members of this Committee: Cllrs. Carpenter, Lipczynski, Malawana, Tillotson and Tribble

Dear Councillor,

You are summoned to a Meeting of the  
**Policies & Personnel Committee**

taking place at The Pavilion, Back Lane, Newton Poppleford at 7pm on Tuesday, 8<sup>th</sup> October 2024

All council meetings are open to the public and the press  
Public Bodies (Admission to Meetings) Act 1960  
**ALL MEETINGS MAY BE RECORDED BY MEMBERS OF THE PUBLIC**

### Public Forum

- a) Fire Regulations and evacuation procedure
- b) Questions and representations from residents/parishioners

This provides an opportunity for members of the public to participate before the meeting by asking questions, highlighting matters of concern or making representations regarding Newton Poppleford and Harpford parish. No decisions can be taken on matters raised during this part of the meeting unless the subject is already an item on the published agenda.

### To consider the following business:

- PPC24/001 **To appoint a Chair of the Policies & Personnel Committee:**
- PPC24/002 **To consider Apologies for Absence and approve if accepted** (LGA 1972 S.85(1))
- PPC24/003 **Declarations of interest from members / Dispensations afforded:**  
(this does not preclude the duty to declare further interests during the meeting as applicable)  
Cllr. Tillotson was afforded a dispensation to discuss and vote upon matters pertaining to Parish allotments at the Annual Meeting of Council held on 22<sup>nd</sup> May 2023 . This dispensation applies until May 2027 (unless rescinded prior to that date) and is afforded in respect of her personal and disclosable pecuniary interests as Allotment Manager and an allotment tenant.
- PPC24/004 **To consider and, if thought fit, approve the Minutes of the Policy & Personnel Committee held on 18<sup>th</sup> March as previously circulated to members:**
  - i) Matters Arising from those Minutes not dealt with elsewhere on this agenda:
- PPC24/005 **To consider any matters listed on this Agenda that Councillors consider should be dealt with as confidential business as per the provisions of The Public Bodies (Admission to Meetings) Act 1960:**
- PPC24/006 **Business to be conducted:**
  - a) **To review the Terms of Reference of this committee to ensure they do not conflict with the newly adopted Financial Regulations:**
  - b) **To consider allocation of policies for review as listed on the Council Policy Matrix:**

c) To review Council's Equal Opportunities Policy:

d) To receive an update on Council's Emergency Plan:

PPC24/007

To discuss matters relating to the Clerk's employment:

PPC24/008

Matters considered as urgent for discussion by the Chair:

PPC24/009

Date and time and venue of next meeting:

PPC24/010

**It is proposed that, under the provisions of the Public Bodies (Admission to Meetings) Act 1972, the public (including the press) be excluded from the meeting as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed.**

With no further business to consider, the Chair will declare the meeting closed.



Jacqui Baldwin, Clerk to the Parish Council

1<sup>st</sup> October 2024

Under the Openness of Local Government Bodies Regulations 2014, members of the public are now permitted to take photographs, video and audio record the proceedings and report on all Council meetings (including on social media). No prior notification is needed but it would be helpful if you could let the Clerk or Chair know beforehand if you wish to film or record so that arrangements can be made to provide reasonable facilities for you to undertake such activity. This permission does not extend to parts of meetings which are not open to the public and you will be required to remove all recording equipment prior to the Council entering committee session.