10 October 2018

Minutes of the Management Committee of Stantonbury Parish Council

Held at **10.30 am** on **Wednesday 10 October 2018**

At Stantonbury Parish Office, 126 Kingsfold, Bradville

**Committee Members:**

This is a committee of the Full Parish Council

**MINUTES**

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|  | 15 minute session for members of the public to speak. |  |
|  | Attendees:  Cllr P Kirkham  Cllr L Morgan  Cllr G Parker  Cllr D Wright  K Fane – Minute taker |  |
| M/47/18 | **Apologies:**  Cllr S Agintas **– Accepted by 4 votes for**  Cllr G Davison **– Accepted by 4 votes for**  Cllr M Farmer **– Accepted by 4 votes for**  Cllr S Kennedy **– Accepted by 4 votes for**  Cllr M Millen **– Accepted by 4 votes for** |  |
| M/48/18 | **Declarations of Interest:**  None |  |
| M/49/18 | **Minutes:** To agree and sign the Minutes of the Management Committee Meeting held on **Wednesday 15th August 2018. Agreed by 4 votes for.** |  |
| M/50/18  a) | **Stantonbury Parish Council Policies**  Management Committee to discuss the procedure on new policies.  Management Committee to discuss and agree a clear procedure on how new policies are introduced for consideration of inclusion with the current SPC policies. **Detailed discussion followed. Council decided as of 10.10.18 until further notice, no new policy should be split into procedure and policy unless specific request to do so as an item and voted on.** |  |
| M/51/18 | **SPC Stress Policy**  Management Committee to review current Stress Policy (version 1), and discuss whether they agree to record as ‘no changes required’ or, if there are changes, what these should be. **Discussion followed. Council in full agreement to update logo and accept SPC Stress Policy version 1 with no other changes. Agreed by 4 votes for.** | **Office to update logo and present updated policy to next main meeting for sign-off.** |
| M/52/18  a)  b) | **Draft Grievance Policy – Draft Version 2**  Management Committee to discuss and agree whether to add the Grievance Policy to the current bank of SPC policies. **Agreed to pass to Working Party 2 for further consideration. Defer until future Management Meeting.**  Management Committee to discuss and agree whether to pass Grievance Policy (v2) to Full Council for sign-off, or to discuss the further changes needed. **Agreed to pass to Working Party 2 for further consideration. Defer for further discussion. WP2 to bring back to Management Meeting** | **Working Party 2 to consider further. SA/MF/SK/ PK/GP/DW**  **Working Party 2 to consider further.**  **SA/MF/SK/ PK/GP/DW**  **Office to provide draft copies on request.** |
| M/53/18  a)  b) | **Draft Grievance Procedure – Draft Version 2**  Management Committee to discuss and agree whether to add the Grievance Procedure to the current bank of SPC procedures. **Agreed to pass to Working Party 2 to discuss the change/s needed and bring back to Management Committee at future meeting. Defer until proposed changes decided.**  Management Committee to discuss and agree whether to accept the Grievance Procedure or what further changes are needed. **Agreed to pass to Working Party 2 to discuss the change/s needed and bring back to Management Committee at future meeting. Defer until proposed changes decided.** | **Working Party 2 to consider further.**  **SA/MF/SK/ PK/GP/DW**  **Office to provide draft copies on request.**  **Working Party 2 to consider further.**  **SA/MF/SK/ PK/GP/DW**  **Office to provide draft copies on request.** |
| M/54/18  a)  b) | **Draft Information Classification Policy – Draft Version 2**  Management Committee to discuss and agree what information from draft version 1 should be included in draft version 2 of the policy. **Agreed to pass to WG2 for consideration and re-submission to future Management Meeting.**  Management Committee to discuss and agree what information from draft version 1 should be included in draft version 2 of the procedures. **Agreed to pass to WG2 for consideration and re-submission to future Management Meeting.** | **Working Party 2 to consider further.**  **SA/MF/SK/ PK/GP/DW**  **Working Party 2 to consider further.**  **SA/MF/SK/ PK/GP/DW**  **Office to provide draft copies on request.** |
| M/55/18 | Agree to hold a confidential Part 2 of the meeting at which press and the public will be excluded under the Public Bodies (Admission to Meetings) Act 1960 section (2). **Agreed by 4 votes for.** |  |
| M/56/18 | **Confidential**  Consideration of matters related to a confidential financial matter. **Financial matters discussed and resolved.**  **Cllr G Parker left meeting at 11.30 am.** |  |

**Meeting closed at 11.40 am**

**The next meeting of Stantonbury Parish Management Committee**

**will be held on Wednesday 14 November 2018 at 10.30 am,**

**at the Parish Office, 126 Kingsfold, Bradville**