

20 December 2019

**To all members of the Management Committee**

You are hereby summoned to attend the Management Committee Meeting of Stantonbury Parish Council being held on **Wednesday 8 January 2020 at 7.00 pm** at Stantonbury Parish Office, 126 Kingsfold, Bradville, for the purpose of transacting the business as set out below.

*G Davison*

G Davison  
Chairman-Stantonbury Parish Council

**Working Group 1**

Cllr Peter Kirkham – Leader  
Cllr Sara Agintas  
Cllr Sandra Kennedy  
Cllr Malcolm Millen

**Working Group 2**

Cllr Linda Morgan – Leader  
Cllr Abid Anwar  
Cllr Graham Davison  
Cllr Carol Northwood

**AGENDA**

	<b>15-minute session for members of the public to speak.</b>
	<b>Present:</b>
M/72/19	<b>Apologies:</b>
M/73/19	<b>Election of Management Committee Chairman</b> Committee to elect a new Chairman following Cllr D Wright's resignation from the Parish Council.
M/74/19	<b>Declarations of Interest:</b>
M/75/19	<b>Minutes:</b> To agree and sign the Minutes of the Management Committee Meeting held on <b>Wednesday 11 September 2019</b> .
M/76/19	<b>Working Group Updates</b> <ul style="list-style-type: none"> <li>a) <b><u>Working Group 1</u></b> Working Group 1 to meet, discuss current changes and supply them to the office for inclusion at the Management meeting ready for sign off at the Main Meeting on 19<sup>th</sup> February 2020.</li> <li>a1) Policy on the reporting of meeting of the Council BB16</li> <li>a2) Statement on Equality and Diversity-BB14</li> <li>a3) Fire Safety Policy/Plan-BB30</li> </ul>

<p>b)</p> <p>b1)</p> <p>b2)</p> <p>b3)</p> <p>c)</p> <p>c1)</p> <p>c2)</p> <p>c3)</p> <p>c4)</p> <p>c5)</p>	<p><b><u>Working Group 2</u></b></p> <p><b>Review</b> Working Group 2 Leader to give Committee an update on the progression of the following policy reviews.</p> <p>-Lone Working Policy-V1-BB23 -Lone Working Risk Assessment Appendix I-V1-BB23b -Lone Working Risk Assessment Appendix II-V1BB23c</p> <p><b>Draft Policy Progression</b> Working Group 2 Leader to give Committee an update on the progression of the following draft policies:</p> <p>-Draft Paternity Leave Policy -Draft Maternity Leave Policy -Draft Colleague Handbook Safeguarding Policy-BB33 Equality Policy-</p> <p>Working Group 2 to meet, discuss current changes and supply them to the office for inclusion at the Management meeting ready for sign off at the Main Meeting on 19<sup>th</sup> February 2020.</p>
<p>M/80/19</p>	<p><b>Next Management Meeting Date</b> Management Committee to discuss and agree the date and time to hold the next Management Committee Meeting. The suggested date and time are <b>Wednesday 12 February 2020 at 7.00pm.</b></p>
<p>a)</p>	<p><b>Confidential</b></p> <p><b>Agree to hold a confidential Part 2 of the meeting at which the press and the public will be excluded under the Public Bodies (Admission to Meetings) Act 1960 section (2).</b></p> <p>Outcome of HR Meeting</p>

The next meeting of Stantonbury Parish Management Committee will be held at the Parish Office, 126 Kingsfold, Bradville.