

# **SHENLEY BROOK END & TATTENHOE PARISH COUNCIL**

1 Wimborne Crescent  
Westcroft District Centre  
Milton Keynes  
MK4 4DB



Dear Member

You are summonsed to a meeting of the Policy & Finance Committee to be held at the Parish Office, 1 Wimborne Crescent, Westcroft, on Monday 15<sup>th</sup> April at 7.15 p.m. at which the following business will be transacted.

*Sharon Kerr*

Parish Manager  
9<sup>th</sup> April 2019

**This Meeting is open to the Public**

## **AGENDA**

### **Policy & Finance Committee**

**Please ensure that all mobile phones are switched off or placed in silent mode and no calls or texts are answered during the meeting.**

- 1. Members Present**
- 2. Apologies**  
To receive and accept apologies from Members.
- 3. Declarations of interest**  
To receive declarations of any personal or prejudicial interest in matters under consideration on this agenda in accordance with the Parish Council's Standing Orders.
- 4. Public time**  
A short adjournment will take place for members of the public to raise issues of concern.
- 5. Minutes**  
To approve the minutes of the meeting held on Monday 21<sup>st</sup> January 2019 and to receive reports on any matters arising, which are not included elsewhere on this agenda.

**6. Council Policies**

To agree Council Policies for recommendation to Full Council.

Staff Handbook & Resume

Emergency Plan

Employer Discretionary policy LGPS

Terms & Conditions of Employment

Health & Safety

Code of Corporate Governance

GDPR

Complaints Procedure

Retention of Documents

50 Plus Policy

DVD Computer Games

Equal Opportunities

Sports Youth Work

Volunteer

**7. Finance**

Year End update.

To ratify Deposit Investments.

**9. Staffing**

Staffing update.

**10. Date of next meeting – Monday 15<sup>th</sup> July 2019**