

**INGLEBY BARWICK TOWN COUNCIL  
MINUTES OF THE POLICY COMMITTEE  
HELD AT 6.00PM TUESDAY 12<sup>th</sup> SEPTEMBER 2023**

**Present:** Cllrs Irwin (Chairman), Strike and Watson.

**Also in attendance:** J McGeeney Town Clerk.

1. **Housekeeping** - The Chairman advised those present of the emergency escape procedures. It was requested that mobile phones be switched to silent. If a call was received and had to be taken Members were politely requested to leave the room.
2. **Apologies for absence** – Cllr Barnes.
3. **Declarations of Interest:** None.
4. **Workplan – Update** – The chairman had produced a Workplan of Policies to be reviewed. The following policies would be referred to the next meeting of the Town Council for approval and adoption:-
  - Social Media Policy
  - Health & Safety Policy

Councillor Watson had been assigned to review the Complaints Procedure Policy. Cllr Barnes had been assigned to review the Press and Media Policy. Cllr Strike had been assigned to review the Risk Assessment Policy. Councillor Irwin had been assigned to review the Communications Policy.
5. **Date of Next Meeting** – Monday 4<sup>th</sup> December 2023 at 6.00pm.

The meeting ended at 6.50pm