

**INGLEBY BARWICK TOWN COUNCIL  
MINUTES OF THE POLICY COMMITTEE  
HELD AT 6.00PM MONDAY 16<sup>th</sup> JANUARY 2023**

**Present:** Cllr Patterson, (Chairman), Dodds, Irwin 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** – Cllrs Emmerson and Turnbull.
3. **Declarations of Interest:** None.
4. **Workplan and Review Progress** – The Equal Opportunities Policy would be referred to the February 2023 meeting of the Town Council for approval and adoption. In respect of the current workplan the following policies would be reviewed as follows:-
  - CCTV – Cllr Dodds
  - Flexible Working, Holiday Entitlement, Training and Development Policies – Cllr Patterson
  - Capability Policy and Dignity at Work - Bullying and Harassment Policy – Cllr Watson
5. **Standing Orders** – Cllr Patterson had reviewed the Town Council’s Standing Orders. The amendments had been presented to the Policy Committee. RECOMMENDED that the amended Standing Orders be referred to Town Council for approval and adoption.
6. **Date of next meeting** – Monday 6<sup>th</sup> February at 6.00pm.

The meeting ended at 6.45pm