

**INGLEBY BARWICK TOWN COUNCIL  
MINUTES OF THE POLICY COMMITTEE  
HELD AT 6.00PM THURSDAY 10th MARCH 2022  
AT THE RINGS COMMUNITY HUB**

**Present:** Cllrs J Irwin (Chairman), Emmerson, Rutland, and Watson.

**Also in attendance:** Cllr M Patterson and 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 and Review Progress** – The Policy Committee Workplan was submitted for information. The following policies were identified for review with Cllr Patterson leading.
  - Data Protection Policy
  - Record Management and Security Policy
  - Whistleblowing Policy
5. **Safeguarding Policy** – Cllr Emmerson presented a detailed Safeguarding and Child Protection policy. The Policy highlighted that the Town Council's representative would be the Town Clerk who would have responsibility for reporting any concerns as a matter of urgency. RECOMMENDED that the Policy be submitted to Town Council for approval and adoption.
6. **Date of next meeting** – Thursday 7th April and 6.00pm.

The meeting ended at 6.50pm.