

**INGLEBY BARWICK TOWN COUNCIL  
MINUTES OF THE POLICY COMMITTEE  
HELD AT 6.00PM TUESDAY 7<sup>th</sup> MARCH 2023**

**Present:** Cllrs Pattterson (Chairman) Emmerson and Irwin.

**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 Dodds and Watson.
3. **Declarations of Interest:** None.
4. **Workplan and Review Progress** – The following policies would be referred to the March 2023 meeting of the Town Council for approval and adoptions:-
  - CCTV Policy
  - Holiday Entitlement Policy
  - Flexible working Policy

In respect of the current workplan the following policies would be reviewed as follows:-

- Capability Policy – Cllr Watson – working to Nalc Guidance
  - Dignity at Work – Bullying and Harassment Policy – Cllr Watson – Working to NALC Guidance
5. **Date of next meeting** – Monday 3<sup>rd</sup> April 2023 at – 6.00pm

The meeting ended at 6.15pm