



Mrs Annemarie Edwards
Clerk of the Council

6th June 2018

To:

Cllr N Atkinson
Cllr G Paxton
Cllr R Warren

Cllr Mrs A Michie
Cllr F Shurville
Cllr C Yates

Cllr D Parkin (Chairman)
Cllr S Tarrant

All other Councillors for information.

Dear Councillor

Your attendance is requested at a Meeting of the **Staffing and Strategy Committee** of Winkfield Parish Council to be held in Carnation Hall, Chavey Down Road, Winkfield Row on **Tuesday 12th June 2018**, at 7.30pm when it is proposed to transact the business specified in the Agenda below.

Yours sincerely

Annemarie Edwards

Clerk of the Council.

A G E N D A

This meeting will be conducted strictly in accordance with Standing Orders as adopted by Council in July 2017. In particular, all Councillors are reminded to acquaint themselves with paragraphs 11 (Rules of Debate) and 14 (Respect for the Chair).

In order to avoid interruptions to the business of the Council, Councillors, officers and members of the public are required to ensure that mobile phones are switched off before the commencement of the meeting.

Prior to the commencement of the meeting a time not exceeding 10 minutes is available to the public to address the Members of the Council on any matter relevant and within the Council's responsibility or which affects its area.

Members should note that in the event of the fire alarm going off, they should make their way quickly to the fire exits, either via the lounge door or through the kitchen and out through the door to the grounds and make their way to the fire assembly point (the part of the car park near the pedestrian access to Chavey Down Road/Mushroom Castle Lane).

1. APOLOGIES FOR ABSENCE

It would be helpful if Councillors could personally notify the Clerk of the Council by midday of the meeting of any intended absence along with the reason. Apologies for absence with the reason will be noted in the subsequent minutes of the meeting.

2. DECLARATION OF INTEREST

Members are required to declare any personal or prejudicial interests in relation to any items on the agenda.

3. MINUTES OF PREVIOUS MEETING

To sign as a correct record the minutes of the meeting held on the 6th February 2018 ratified at Council on 20th February 2018 (copy attached).

4. POLICIES REVIEW

To Consider/Review the following draft policies for adoption:

- i. To Consider the new CIL Policy for adoption – attached at Appendix 1. The Clerk has drafted this policy gleaned information from SLCC and the Government website.
- ii. To Consider the new Unauthorised Traveller Encampment Action Policy – attached at Appendix 2.
- iii. To Review the current Social Media Policy dated November 2014 – attached at Appendix 3.
- iv. To Review the current Training, Statement of Intent dated January 2010 – attached at Appendix 4.

Note: The Disciplinary and Grievance Procedures will be reviewed at the next Staffing and Strategy Meeting.

5. CHAIRMAN'S UPDATE

The Chairman to update the Members on any developing points of interest.

6. PLAY EQUIPMENT IN THE PARISH GENERALLY

To Consider the condition of the play equipment in the Parish. (This item was deferred to this Committee at the last full meeting of Council.)

7. PARISH CHAMPIONS

To Consider the way forward with regard to Parish Champions. The Champions for 2017/18 were:

- a. **THREE** Highways Champions - Cllrs Ms Gaw, Mrs Hayes and Parkin
- b. **THREE** Environment Champions – Cllrs Mrs Hayes, Paxton and Wall
- c. **ONE** Planning Champion – Cllr Shurville
- d. **TWO** Health Champions – Cllrs Barreto and Mrs Tilbury
- e. **THREE** Funding Champions – Cllrs Atkinson, Mrs Hayes and Parkin
- f. **ONE** Air Champion – Cllr Mrs Tilbury

/cont'd

8. EXCLUSION OF PRESS AND PUBLIC

To resolve that pursuant to Section 100 of the Local Government Act 1972, members of the press and public be excluded from the meeting during consideration of the following items relating to staffing and other matters:

STAFFING
CHANGE OF NAME