



Established 1894

Angmering Parish Council
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**TO MEMBERS OF THE COMMITTEE
YOU ARE SUMMONED TO A MEETING OF THE
GOVERNANCE & OVERSIGHT COMMITTEE WHICH WILL BE HELD AT THE KING SUITE,
ANGMERING VILLAGE HALL
WEDNESDAY 2 FEBRUARY 2022 AT 2PM**

Agenda

- 1. APOLOGIES FOR ABSENCE**
- 2. DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS IN ITEMS ON THE AGENDA**
- 3. APPROVAL OF MINUTES**
Approval of the minutes of the meeting of the committee on **Wednesday 03 November 2021.**
- 4. PUBLIC CONSULTATION**
An opportunity for parishioners to seek information or question the Committee and its members on matters pertaining to the Committee's work.

Members of the public are entitled to speak for 3 minutes.

If you are planning to attend the meeting, please advise Angmering Parish Council as soon as possible as numbers need to be controlled to allow for social distancing and you may be denied entry due to maximum capacity being reached.

Please note these meetings are being recorded for the purpose of minute writing. After the minutes have been written and approved the recording is destroyed.
- 5. CLERK'S REPORT & ACTION LIST**
To receive a report from the clerk on matters affecting the committee, not included on this agenda.
- 6. HEALTH AND SAFETY**
To report any health and safety issues/concerns/work that has been done.
- 7. GENERAL RISK REGISTER & FINANCIAL RISK REGISTER**
To discuss possible risks to the council and suggest updates.

8. MONTHLY DUTIES

To discuss the previous 3 months duties and the coming 3 months duties.

9. INTERNAL AUDIT 2021/2022

To go through the recommendations and update all on progress made.

10. COMMUNICATIONS STRATEGY 2022

To receive the updated policy

11. BRANDING POLICY 2022

To receive the updated policy

12. HOME WORKING POLICY 2022

To receive the updated policy

13. LOST CHILDREN AND VULNERABLE ADULTS POLICY (EVENTS)

To receive the policy for use at parish run events.

14. COUNCILLOR IT REVIEW

To receive a report on the recent survey and confirm next steps

15. HANDBOOK REVIEW UPDATE

To receive an update on the progress made

DATE OF NEXT MEETING

The date of the next meeting is **Wednesday 4 May 2022** at King Suite, Angmering Village Hall.

K A Herr

Katie Herr – Clerk to the Council

Date 26/01/2022