



Notice is hereby given that a Meeting of the Personnel, Policy & Governance Committee will be held at the Town Hall.

At 10.00am on Tuesday 27th September 2022

Julie Mason Town Clerk
Dated 21st September 2022

Members:

Town Mayor Cllr John Stewart,
Cllrs: Helen Ellwood, David Kent, James Nicholas, Amanda Stott, Angela Williams

Chair Cllr J Stewart

Town Clerk: Julie Mason

Declarations of Interest

To receive any Declarations of Interest

Public Forum

To receive comments from the public if present.

Agenda

1. To receive and approve apologies for absence.
2. To note the minutes from Wednesday 22nd June 2022.
(The minutes PPG 01/22 – 11/22) had been approved at Full Council on 05/07/22)
See Enclosure Pack
3. To discuss matters raised from the minutes.
DBS checks still outstanding and to approve the time limit on submission
To receive an update on the Local Council Award
4. To revisit the 'Compassion in Politics' Pledge as referred back to this Committee from Full Council in July.
See Enclosure Pack

5. To review the Corporate Plan to date and agree the next stages when budget setting 2023/24.
See Enclosure Pack

6. To review and take actions on the Data Protection Compliance Audit 2022 follow up
See Enclosure Pack
To agree the following recommendations.
 - i) To agree the updated Information & Data Protection Policy (to *include a document for Councillors and to agree the process for non Councillor names in Working Groups*)
 - ii) To agree Information Security Policy
 - iii) To agree Data Protection Impact Assessment Policy
 - iv) To agree Legitimate Interests for photographs for Civic Community Events organised by BTC.
 - v) To agree Communications & Engagement Policy

7. To review the Budget, spend to date
See Enclosure Pack

8. To approve a new hedge cutter for the Town Warden due to new tasks in the town.

PART B

To accept the Accounts Assistant 13-week Review
To revisit a pay award
To note the new position of the Town Warden

9. To note the next Personnel, Policy & Governance Committee meeting on 21st December 2022 @ 10am in the Town Hall.