



The Parish Councillors of THURSTON POLICY & RESOURCES COMMITTEE are summoned to attend a meeting on 12th February 2025 commencing at 6.00pm in the Community Library, Norton Road, Thurston, IP31 3PB

The Council, members of the public and press may record/film/photograph or broadcast this meeting when the public and press are not lawfully excluded.

A G E N D A

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| 1. | To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the meeting for the first item due to the confidential nature of the business to be discussed and that the Trustees of the Thurston Relief In Need Charity be permitted to address the committee: a) To consider further the position statement from the Thurston Relief in Need Charity. | 18.00 |
| 2. | Welcome and apologies for absence – a) Council to receive apologies b) Council to consent to accept apologies received | 18.45 |
| 3. | Declarations of pecuniary and non-pecuniary interests - a) To receive declarations of disclosable pecuniary interests, other and non-registerable interests as detailed in Appendix B of the LGA Model Code of Conduct including notification of gifts of hospitality exceeding £50. | 18.47 |
| 4. | To approve the minutes of the Committee Meeting of <i>as previously circulated</i> a) 15 th November 2024 | 18.50 |
| 5. | To consider the following financial matters as part of the year-end procedures: a) To review the Council's Financial Risk Assessment 2024-2025 – Paper 2025/1 b) To review the Council's Risk Management Strategy 2024-2025 – Paper 2025/2 c) To review and agree the Council's Internal Control Policy 2024-2025 – Paper 2025/3 d) To review the effectiveness of Internal Audit – Paper 2025/4 e) To review and agree the terms of reference and confirm the recommendation of the appointment of the Council's Internal Auditor to full Council– Paper 2025/5 | 18.55 |
| 6. | To review and / or adopt the following policies: a) Council's Policies, Procedures and Protocols as per Appendix A | 19.25 |
| 7. | To receive an update on the following: a) Village Ranger - to note the position for Village Ranger is to be advertised locally week commencing 10 th February 2025. Interviews will be scheduled for Friday 28 th February 2025 | 19.45 |
| 8. | To consider matters coming forth from Committee Members | 19.50 |
| 9. | Date of future Meetings: to confirm the dates: a) 20 th August 2025 commencing at 6.00pm (18.00) – <i>unless legislation requires a further meeting</i> | 20.00 |
| 10. | Close of Meeting | 20.05 |

Mrs V S Waples

Clerk and Proper Officer to the Council
06.02.2025

Appendix A - Agenda Item 6a) - The Policies to be reviewed are as per the list below and can be found on the Parish's website at the following address: <http://thurston.suffolk.cloud/parish-council/policies-procedures-and-strategy>

Accident Policy and Procedures
Anti-Harassment and Bullying Policy
Anti-Bribery and Corruption Policy
Biodiversity Policy
CCTV Policy
CIL Grant Awarding Policy
Climate Awareness and Environmental Policy
Communication Policy
Complaints Policy Procedure & Appeals Procedure & Annexe to Complaints Policy
Co-Option of Councillors Policy
Data Protection Policy
Disciplinary Procedure & Disciplinary Rules
Dispensation Policy
Document & Electronic Data Retention Policy
Emergency and Dependent's Leave
Equality and Diversity Policy
Equal Opportunities Policy
Fixed Asset Policy
Flexible Working Policy
Freedom of Information Policy
Grant Awarding Policy
Grievance Policy
Holiday Policy
Health & Safety Policy
Information Security Incident Policy
Internet Banking Policy
IT and Electronic Communication Policy
Lone Worker Policy
Media Policy
Meeting Attendance Policy
Playground Risk Management Policy
Policy for Recording and Reporting at Meetings
Protection of Children and Vulnerable Persons Policy
Sickness and Absence Policy
Social Media Policy
Staff Appraisal Policy
Staff Recruitment Policy
Staff Use of Social Media Policy
Subject Access Request Policy
Subject Access Request Procedure
Training and Development Policy
Travel and Expenses Policy
Use of Photographs Policy
Volunteer Policy
Whistleblowing Policy