

All minutes are draft until ratified by the Committee at the next meeting

### **Marchwood Parish Council**

Minutes of the meeting of the  
Policy & Resources Committee  
held at Marchwood Village Hall  
on Monday 23<sup>rd</sup> February 2015 at 7.30pm.

Councillors: \*Mr D Hindle (Chairman) – in the Chair

°Mrs A Hoare            \*Mr K Petty  
\*Mr M Saxby           \*Mr F White

\* Indicates attendance  
o Indicates apologies for absence

In attendance: Mrs M Wathen - Clerk to the Council

#### **Apologies**

1. Apologise for absence were received from Cllr Mrs Hoare.

#### **Public Participation**

2. There has been a footpath installed outside McMullen Barracks. Could one be installed between Byams lane and the entrance to the Industrial Park? **We are not sure who has installed this but we will find out and ask.**

#### **Declarations of Interest**

3. No declarations of interest were made.

#### **Chairman's Report**

4. The Chairman gave no report.

#### **Minutes**

5. **RESOLVED:** To confirm the minutes of the meeting held on 17<sup>th</sup> November 2014.

#### **Parish Council Policies and Procedures**

6. **RESOLVED:** To approve and adopt all of the following policies and procedures with the following amendments.

- a) Complaints Procedure – insert that Chairman's contact details can be found on the website or noticeboards.
- b) Disciplinary Policy – under misconduct add, bring the Council into disrepute.
- c) Grievance Policy – no amendments needed.

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- d) Harassment, Bullying, Abuse and Intimidation Policy and Procedure – add a Whistle blowing section and bring back for approval.
- e) Lone Worker – purchase personal alarms for all staff.
- f) Procurement Policy – remove the word normally from point 4.
- g) Reserve Policy – no amendments needed.

If a panel is needed to be convened then three Councillors will be selected on a random basis on each separate occasion.

### **Finance**

7. **RESOLVED:** To approve the accounts for October, November and December 2014.  
Receipts total: £13,024.38  
Payments total: £48,821.47

### **Pre-paid card transactions and top up**

8. **RESOLVED:** To top up the card by £250 and to do a virament from the Parish Council to the Lloyd Recreation Ground Trustee.

### **Cork Farm Development**

9. **RESOLVED:** That Councillors would not attend the public exhibitions on 27<sup>th</sup> and 28<sup>th</sup> February in a formal capacity but as members of the public and residents. No comment forms are to be issued.  
Marchwood Parish Council to issue a statement explaining the Council's position and the planning process. This is to be displayed on noticeboards, the Council's website and Facebook page.

### **Correspondence**

10. New Forest DIS: letter saying thank you for grant, noted.

There being no further business the meeting closed at 20.40.

\_\_\_\_\_ Chairman