

CHANDLER'S FORD PARISH COUNCIL

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5 September 2023

**Voting Members are summoned to a meeting of the Policy and Finance Committee on Monday
11 September 2023 at 7.00pm Fryern Pavilion, Greenways Chandler's Ford.**

AGENDA

Public participation – the first 15 minutes are set aside for the public to express a view or ask a question to Members of the Parish Council.

1. Apologies
2. Declarations of Interest
3. To approve the minutes of the 17 July 2023 committee meeting.
4. **Matters for Noting/Resolution:**
(NB the following items can only be progressed as "recommendations" to Full Council to implement any alterations to extant policy.)
 - a) Terms of Reference for Working Party created to review specific policies.
 - b) Revisions to Equality and Diversity policy.
 - c) Revisions to IT, Email and Social Media policy.
 - d) Revisions to Privacy Policy.
 - e) Update on banking mandate change and signatories.
 - f) To discuss requirement for and make recommendation for designated email addresses for all Councillors.
 - g) To receive brief update on transition to Unity Trust and Scribe.
 - h) To note update on redesigning of Parish Council website.
5. **To note the financial reports:**
 - i. to receive the 1st quarter's draft financial reports, and
 - ii. to agree the payments made from Scribe payment summary.
6. To matters to be taken to the committee's next Agenda.
7. Date and time of next meeting: 7.00pm 23 October 2023.

Hilary Blaker
Parish Clerk