



Attleborough Town Council

Historic Market Town in the Heart of Norfolk

You are summoned to the Meeting of Attleborough Town Council
Standing Orders Review Committee
To be held on Monday 22nd April 2024 at 6.00pm
This meeting will be held at the Town Hall.

Sharon Smyth

Town Clerk

16th April 2024

Attleborough Town Council

AGENDA

Standing Orders Review Committee Membership

Cllr S MacKinnon, Cllr T Taylor, Cllr A Westby

- 1 Welcome
- 2 Apologies for Absence
To receive and accept apologies for absence
- 3 Declarations of Interest
 - a) To receive and consider declarations of interest in items below:
(Members are no longer required to declare personal or prejudicial interests but are to declare any new Disclosable Pecuniary Interests that are not currently included in the Register of Interests. Members are reminded that under the Code of Conduct they are not to participate and must leave the room for the whole of an agenda item to which they have a Disclosable Pecuniary Interest. Members may disclose any other interests they may have in the interests of transparency)
 - b) To receive and consider dispensations in respect of Disclosable Pecuniary Interests.
- 4 Minutes of the Standing Orders Review Committee meeting held on 22nd January 2024
For acceptance and approval.
- 5 Public Participation - 10 minutes
- 6 Environment Terms of Reference – for consideration and resolution
- 7 Town Council Policies – for consideration and resolution
 - 1) Health and Safety Policy
 - 2) Fire Risk Assessment Policy

- 3) Grants Policy
- 4) Freedom of Information Act Policy and Procedure
- 5) Data Protection Policy
- 6) Capability Policy
- 7) Complaints Policy
- 8) Grievance Policy
- 9) Safeguarding Policy
- 10) Social Media and Electronic Communication Policy

9 Public Participation - 10 minutes

10 Items for inclusion on the next Agenda.

11 Date and time of next meeting

Expected Meeting Length is 30 minutes