

BATCHWORTH PARISH COUNCIL

**Meeting of the Interim Parish Council
to take place at 4.30pm on Tuesday 4 April 2017
in the Dickinson Room, Three Rivers House, Northway, Rickmansworth,
WD3 1RL**

AGENDA (All Part I items so public can attend)

1. Welcome and apologies for absence
2. Minutes of the CGR working party meeting held on 23 January 2017 (attached)
3. To confirm the Domain Name for BPC as Batchworth-PC.gov.uk
4. Public Liability Insurance - to confirm the policy is in place
5. To discuss in further detail the possible services which the Parish Council could provide
6. To discuss and recommend Draft Policies for the new Council.
 1. Code of Conduct
 2. Complaints Policy
 3. Data Protection Policy
 4. Disciplinary and Grievance Arrangements
 5. Documentation Retention Policy
 6. Equal Opportunity Statement
 7. Equality and Diversity Policy
 8. Financial Regulations
 9. Grant Application Form
 10. Grant Awarding Policy
 11. Health and Safety Policy
 12. Publication Scheme
 13. Risk Assessment and Management Policy
 14. Scheme of Delegation
 15. Standing Orders
 16. Statement of Intent on Training and Development for Members and Staff
7. To discuss possible modus operandi for BPC and thence Interim Clerk & Admin services
8. Setting up of bank account for Batchworth Parish Council
9. Membership of HAPTC/NALC (annual cost £1,626.47)
10. Date and place of next meeting