

MINUTES OF TROWSE WITH NEWTON PARISH COUNCIL

Personnel and Communications Committee meeting held on 17th October 2024 at 6.30pm, in The Manor Rooms, Trowse.

Present

Cllrs Greenizan, Long (Chair), Bowers and Kate Leggett (clerk)

037 (001) APOLOGIES

Apologies from Cllrs Price.

038 (002) DECLARATIONS OF INTEREST AND DISPENSATIONS

None

039 (003) MINUTES OF THE PREVIOUS MEETING

Minutes of the meeting held on the 12th September 2024 were **AGREED AND SIGNED**.

040 (004) MATTERS ARISING

None for this meeting.

041 (005) PUBLIC FORUM

None for this meeting

042 (006) COMMUNICATIONS

7.1 Newsletter articles (space allowing)

- Christmas Light Switch on
- The importance of visibility of children
- Floodsax information.

The Floodsax topic lead onto a discussion about their use. The Clerk mentioned that they have a use-by date and that this should be checked to ensure their efficacy in the case of a flood. Clerk to action.

043 (007) POLICY, RISK ASSESSMENTS AND TIMELINES

7.1 – The clerk suggested that each of the committees meet to have an informal discussion (no decisions or actions made) about their budgets. Cllr Bowers would send out details of Budget v Actuals for the year to date to ensure a thorough understanding of each committee's finances. Discussions can then be brought back to a committee meeting for ratification before being sent to the Finance committee for consideration. P&C discussion will be held on 23rd Oct at 7pm.

044 (008) STAFFING AND MANAGEMENT ISSUES

The Clerk gave the committee an update on the start of the CiLCA course.

045 (009) DATE OF NEXT MEETING

Thursday 11th November 2024 @ 6.30pm.

Meeting closed at 6.50pm.

Sign:

Date: