

**Minutes of the
POLICY COMMITTEE MEETING
held on Monday 13th February 2023 at 8:00pm
at the Rochford Day Centre, 33a Back Lane, Rochford**

Cllrs Present: R Gardner, T Hargrave (Non-Committee), S May, R Patient, M Vallance & Mrs M Weir

PO 23/1 Elect a Chairman

Cllr Mrs M Weir nominated Cllr R Patient as Chairman which was seconded by Cllr R Gardner. There were no further nominations and Cllr R Patient was elected Chairman.

PO 23/2 Elect a Vice Chairman

Cllr R Patient nominated Cllr R Gardner as Vice-Chairman which was seconded by Cllr S May. There were no further nominations and Cllr R Gardner was elected Vice-Chairman.

PO 23/3 Apologies for non-attendance at meeting:

All Members were present.

PO 23/4 Declarations of any:

- a) Disclosable Pecuniary Interest;
- b) Other Pecuniary Interest; or
- c) Non-Pecuniary Interest

on any matter on the agenda for 13th February 2023:

None were declared.

PO 23/5 To approve the Minutes of the Meeting held on the 9th September 2020:

The Minutes of the meeting were **approved** as a correct record and Members approved the destruction of notes in respect of that meeting.

PO 23/6 To consider new policies required:

a) Dignity at Work Policy (Includes Guidance Notes):

It was **resolved** that the Dignity at Work Policy be recommended to Full Council for approval.

b) Training Policy:

It was **resolved** that the Training Policy be recommended to Full Council for approval.

PO 23/7 Summary of decisions:

- Cllr R Patient elected Chairman.
- Cllr R Gardner elected Vice-Chair.
- Dignity at Work Policy approved; recommended to Full Council.
- Training Policy approved; recommended to Full Council.

The Chairman declared the meeting closed at 8:04:pm

Chairman