

You are summoned to attend the meeting of the **POLICY & PROCEDURES Committee on Monday 21 July 2025 at 7.00pm in the Parish Council Office, Rear of Memorial Hall, Village Road, Denham UB9 5BN.**

Members should disclose any Personal or Disclosable Pecuniary Interest.

Aims and Objectives:

- To ensure that the Parish Council has good governance.
- To ensure that there is a framework in place to protect both staff and Councillors.
- To regularly review and update Council policies and procedures.
- To keep the Full Council informed of all staffing/Councillor issues.
- To establish new Policies and Procedures and present them to Full Council.

Agenda No	Agenda Item
20250721/01	Welcome and apologies for absence.
20250721/02	Minutes of previous meeting – 19 March 2025
20250721/03	How can we improve the working of this committee? Timely provision of draft documents
20250721/04	Update to Standing Orders 2025 Align with NALC revisions to give gender neutral terminology
20250721/05	Recruitment & Selection Policy 2023 - 2025
20250721/06	Code of Conduct referring to other relevant policies
20250721/07	Date & Time for Next Meeting TBC at 7pm Denham Parish Council Offices, UB9 5BN

Derek Wilson – Executive Clerk and RFO
 16 July 2025

Committee Members:			
Cllr E Austin	Cllr S Williams	Cllr M Heath	Cllr A Hans