

You are summoned to attend the meeting of the **POLICY & PROCEDURES Committee on Wednesday 14 January 2026 at 7pm 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 respectfully listen to the opinions that are different from our own.
- To ensure that there is a framework in place to protect both staff, Councillors and volunteers.
- 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
20260114/01	Welcome and apologies for absence.
20260114/02	Election for Vice-Chair
20260114/03	Minutes of previous meeting – 12 November 2025
20260114/04	Information Technology Policy This policy has been supplied by NALC that we can use as our own. The yellow highlighted areas are where suggested changes can be made to reflect changes to become a DPC policy document.
20260114/05	Procurement Policy 2026 – 2027 The creation of a working party with representatives from other committees to ensure their views are taken into account for developing this policy.
20260114/06	Constitution Policy 2026 To review the policy and make any changes (if necessary)
20260114/07	Associate Member Policy 2026 To review the policy and make any changes (if necessary)
20260114/08	Date & Time for Next Meeting Wednesday 11 March 2026 at 7pm Denham Parish Council Offices, UB9 5BN

Derek Wilson – Executive Clerk
 8 January 2026

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