



**DURRINGTON TOWN COUNCIL**  
**COUNCIL OFFICE, VILLAGE HALL, HIGH STREET, DURRINGTON, SP4 8AD**  
**01980 654772 clerk@durringtontowncouncil.gov.uk**

Councillors nominated to the **Finance and HR Committee** are hereby summonsed to attend the following meeting. Please inform the Clerk if you are unable to attend.

### **NOTICE OF MEETING**

**MEETING:** Finance and HR Committee

**DATE & TIME:** Thursday 6<sup>th</sup> February 2025 at 6pm

**PLACE:** Robinson Room, Village Hall, High Street, Durrington, SP4 8AD

This is a meeting in public, not a public meeting. If any members of the public wish to attend and make a statement or raise a question at the meeting, they should contact the Clerk before the meeting email [clerk@durringtontowncouncil.gov.uk](mailto:clerk@durringtontowncouncil.gov.uk) or phone 01980 654772. The Clerk will then guide you with the process the meeting will take and assist you with any GDPR requirements you may have.

*J Tudor* – Clerk to the Council

Date 31.01.2025

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### ***Public Meeting***

#### **6.00pm Public Question time**

This section (at the Chairmans discretion may last up to 15 minutes) is not part of the formal meeting of the Council and minutes will not be produced. Public Bodies (admissions to meetings) Act 1960 s 1 as amended by the LG Act 1972 s 100.

#### **AGENDA**

- FHR64. APOLOGIES
- FHR65. APPROVAL OF MINUTES
- FHR66. DECLARATION OF INTERESTS
- FHR67. MATTERS ARISING FROM PREVIOUS MINUTES
- FHR68. TO CONSIDER A GRANT APPLICATION
- FHR69. REVIEW OF TERMS OF REFERENCE
- FHR70. REVIEW OF STAFFING POLICIES AND THE NEW YOUTH GRANT POLICY
- FHR71. DISCUSS POLICY FOR CAPITAL SPEND
- FHR72. DISCUSS WORKING RELATIONSHIP BETWEEN STANDING COMMITTEES
- FHR73. COUNCILLOR TRAINING
- FHR74. DATE OF THE NEXT MEETING

**FHR64. Apologies for absence.**

To approve any apologies received

**FHR65. Approval of the minutes.**

To approve the minutes from the Finance and HR Committee meetings on the 5<sup>th</sup> of December and the 20<sup>th</sup> of January 2025.

**FHR66. Declarations of interest.**

To receive members' declarations of interest in matters on the agenda.

**FHR67. Matters arising from previous minutes.**

The committee will receive an update from the Clerk regarding the outstanding items from previous meetings.

**FHR68. Consider a Grant Application.**

Application has been circulated.

**FHR69. Review of the Committees Terms of Reference**

Madam Chairman to lead debate

**FHR70. Review of all Staffing Policies and the New Youth Grant Policy**

All current policies can be found in the Council's Policies and Documents section on the web site. The staffing policies are Annual Leave, Appraisal, Disciplinary, Dignity at Work, Emergency Dependants Leave, Flexible Working, Grievance, Lone Working, HR, Maternity & Shared Leave, Paternity Leave & Pay, Whistleblowing, Training & Development)

**FHR71. Discuss a proposed policy on Capital Spending**

Cllr Galan-Bamfield to lead on discussion.

**FHR72. To consider and discuss the working relationship between the standing committees.**

Madam Chairman and Cllr Galan-Bamfield to lead discussion

**FHR73. Councillor Training**

**FHR74. Date of the next meeting.**

**16<sup>th</sup> April 2025**