



## AYLESBURY TOWN COUNCIL

Town Hall, 5 Church Street, Aylesbury, Bucks, HP20 2QP  
Town Clerk/CEO: Keith Gray JP, FSLCC

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29 September 2022

To: Residents of Aylesbury

You are invited to attend a meeting of the Policy Committee to be held on **Wednesday 5 October 2022, at 7pm in the Council Chamber, Town Hall, Church Street, Aylesbury, HP20 2QP.**

A period not exceeding 15 minutes is made available prior to the formal start of the meeting, where the public so require, to raise issues relating to matters over which the council has duties, powers or influence.

Yours sincerely

*Keith Gray*

Keith Gray, JP  
TOWN CLERK



**AYLESBURY  
TOWN COUNCIL**

**Agenda - Policy Committee 5 October 2022**

**1. Apologies**

To receive and note reasons for apologies for absence.

**2. Declarations of Interest**

To receive and note any personal or prejudicial interests.

**3. Minutes**

To receive, accept and sign the Minutes of 6 July 2022

**4. Matters Arising**

To receive any updates from members or the Clerk

**5. Policy Review**

Committee to note, and agree, various changes to the policies by way of administrative matters and government changes. ATC POL20 and ATC POL47 have been reviewed by the Council's employment advisor Worknest. See attached ATC POL16 Equality and Diversity Policy Statement  
ATC POL20 Anti Bullying and Harassment Policy  
ATC POL47 Dignity at Work  
ATC POL57 Safeguarding and Protecting Children and Young People Policy  
ATC POL61 Prevent Duty Policy

**6. Updated Employee Handbook**

To approve the updated Employee Handbook which has been reviewed by the Council's employment advisor Worknest.

**7. Update from Community Liaison Officers**

To receive a verbal update from the Town Clerk on the work of the Community Liaison Officers.

**8. Christmas Lights Update**

To receive an update from the Town Clerk on the progress and design of the Christmas Lights.

**9. Events Officer**

To discuss and approve the employment of a second Events Officer from January 2023 onwards, to work on the growing events programme together with the Senior Events and Communities Officer and Events Officer.

**10. Local Government Boundary Commission Consultation on draft recommendations for ward boundaries in Buckinghamshire Council**

To note the communication from the Boundary commission and to comment if required. See attached information. (herewith)

More details are available on the Local Government Boundary Commission website <https://www.lgbce.org.uk/all-reviews/south-east/buckinghamshire/buckinghamshire-council>

**11. Date of Next Meeting**

The date of the next meeting will be Wednesday 8 February 2023 at 7pm at the Town Hall.

**12. Reserved Items**

To pass a motion that under the Public Bodies (Admissions to Meetings) Act 1960 (section 2) (and as extended by section 100 of the Local Government Act 1972), the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information.

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**13. Review of IT Provision**

To review the IT provision of the Council and agree how to proceed with IT support and provision going forward.

**14. Officers of Dignity**

To receive information from the Town Clerk on the appointment of Officers of Dignity.