



AYLESBURY TOWN COUNCIL

Town Hall, 5 Church Street, Aylesbury, Buckinghamshire, HP20 2QP

Town Clerk: Keith Gray JP, CiLCA, FSLCC

Telephone: 01296 425678

Fax: 01296 426134

Website: www.aylesburytowncouncil.gov.uk

Ask for: Mark Broughton, Deputy Town Clerk

E-mail: m.broughton@aylesburytowncouncil.gov.uk

8 July, 2021

To: Residents of Aylesbury

A Meeting of the Policy Committee will be held on Wednesday 14 July 2021 at 7 p.m. in the Council Chamber, Town Hall, 5 Church Street, Aylesbury, to which you are invited to attend.

A maximum of fifteen minutes, if deemed necessary, will be allocated at the beginning of the meeting when members of the public are invited to address the Committee.

Yours sincerely

Keith Gray

KEITH GRAY, JP
Town Clerk

Policy Committee Agenda 14 July 2021

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. **ELECTION OF VICE CHAIRMAN FOR 2021/22**
To receive nominations and elect a Vice Chairman for the 2021/22 municipal year
4. **MINUTES**
To receive, accept and sign the Minutes of 14 April 2021
5. **MATTERS ARISING**
To receive any updates from members or the Clerk
6. **COMMITTEE MATTERS**
To receive updates from the Chairs of Committees
7. **POLICY REVIEW**

JPPC Policy Changes

Committee to note, and agree, various changes to the policies by way of administrative matters and government changes. The Town Clerk has agreed changes in line with delegated responsibility.

JPPC COVID-19 Policy - amended May 2021
JPPC Parent/Carer Handbook - amended May 2021
JPPC Playworker Handbook - amended April 2021

New JPPC Policies

JPPC Gas Leak Procedure - for approval

ATC Policy Review

Committee to note, and agree, various changes to the policies by way of administrative matters and government changes. The Town Clerk has agreed changes in line with delegated responsibility.

ATC Photography & Filming Policy
ATC Employee Handbook - amended June 2021
ATC Health & Safety Policy - amended June 2021
8. **ROUNABOUT SPONSORSHIP POLICY**
To receive, consider and decide a policy governing roundabout sponsorship
9. **OPENING TIMES FOR THE TOWN HALL**
To consider revised opening times of 10.00 am to 3.00 pm Monday to Friday at the Town Hall for the admission to the public. The Town Clerk to report and Committee to take a decision.
10. **DATE OF NEXT MEETING**
The date of the next meeting will be Wednesday 6 October 2021

11. 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.

12. FLEXIBLE WORKING

To receive a briefing paper indicating the legal position governing flexible working and take appropriate decisions in respect of applications received.