



PUBLIC NOTICE

Members are hereby summoned to attend a meeting of the

Procedures and Health & Safety Committee

to be held on 2nd March 2026 at 7.30pm in The Parish Office

AGENDA

Public Open Forum - 5 minutes maximum

1. To receive apologies and record absences
2. To record any declarations of interest
3. To receive and confirm the minutes of the meetings held on 22nd September 2025
4. To consider any matters arising not elsewhere on the agenda
5. To set dates for Risk Assessment Inspections, agree individuals to carry out inspections and consider any actions following recent inspections of:
 - a) Grosvenor Centre (Fire and General)
 - b) Youth Club & Library
 - c) Play areas
 - d) Outside Area Grosvenor Centre
6. To review or discuss the policies including:
 - a) Communications & Engagement Policy
 - b) Financial Risk Assessment Policy
 - c) Freedom of Information Policy
 - d) Consent to Hold Personal Information
 - e) Tree Management Policy
7. To consider the following new Policies:
 - a) IT and Cyber Security Policy (required under Assertion 10 AGAR for 2026/27)
 - b) ICO Model Publication Scheme
8. To agree a policy review strategy for the year.
9. To discuss the following:
 - Decision making at council meetings
 - Delegated authority
 - Communications of actions between meetings
10. To agree the date and time of the next meeting (21st September 2026)

Jennifer Marshall, Chief Officer 24th February 2026

Recording of Parish Council Meetings: It is permitted for meetings to be recorded or filmed without prior permission being sought apart from confidential business. Members are reminded that they should avoid saying anything which could be slanderous. While the council and its officers may be filmed or recorded, that does not apply to filming or recording members of the public as their permission must be sought first. Any filming or recording must not be disruptive to the business of the meeting. (Ref: "The Openness of Local Government Bodies Regulations 2014").

Health & Safety: Gnosall Parish Council intends to adequately control risks to the health and safety of all parishioners and visitors to the parish, that may be adversely affected its assets, actions or inactions. The control of such risks is the responsibility of all Gnosall Parish Councillors and Gnosall Parish Council staff.