

# Wingerworth Parish Council - Minutes of meeting of Standards and Governance Committee

## 3 March 2022

### Present:

P	Councillor Trevor Collins (Chair)	A	Councillor Pat Coleman
P	Councillor Michael Hardman	P	Councillor Anne Knyhynyckyj
P	Councillor Cecilia Harper	P	Charlotte Taylor (Clerk)

0 members of the public

1. Receive apologies for absence

Apologies for absence were received from Cllr Coleman

2. Minutes of last meeting

The minutes of the meeting held on 5 January 2022 were approved.

3. Review of play equipment audits

Play equipment audits for January were discussed.

ACTION: Clerk to check requirements on zip wire for safety frame on base.

4. Policies for review; May 2022

- i. Code of Conduct – pending update from District Council

Cllr Collins reported that there is a Model Code of Conduct on the District Council website.

- ii. Financial Regulations – no update from NALC

- iii. Health and Safety Policy – enclosed

### ACTIONS:

Notice to be displayed in kitchen warning users not to put WPC mugs in microwave.

Clerk to check all contractors, including NEDDC to provide annual insurance and risk assessments.

Notice to be displayed that all employees and users are responsible for reporting faults, or sorting issues (if safe to do so, for example clearing a broken glass in the hall).

- iv. Risk Management Schedule – enclosed

### ACTIONS:

Record weekly checks of fire alarm testing.

Review Risk Management Schedule post refurbishment.

- v. Safeguarding Policy – enclosed

ACTION: Clerk to look at Safeguarding awareness training for Councillors.

- vi. Scheme of Delegation – pending completion of Committee Review

- vii. Standing Orders – enclosed

- viii. Training Policy – enclosed

ACTION: Clerk to include on May Council meeting.

5. Check requirements for health and safety signage at ponds

It was agreed to look at signage for “Danger Deep Water” and “Danger Thin Ice”

6. Review Grant Awarding Policy – enclosed

The Committee reviewed the updates to the policy and agreed to the proposed changes.

ACTION: Clerk to include on the May Council meeting.

7. Date and time of next meeting

Wednesday 4 May 2022 at 10:00am

8. Agenda items for next meeting