



Full Parish Council meeting - Supporting information – 9th January 2023

8) Civility and respect pledge –

[Civility and Respect Project \(nalc.gov.uk\)](https://www.nalc.gov.uk)
[SLCC | Civility & Respect Pledge](#)

Throughout the sector, there are growing concerns about the impact of bullying, harassment, and intimidation are having on local (parish and town) councils, councillors, clerks and council staff and the resulting effectiveness of local councils.

National Association of Local Councils (NALC), the Society of Local Council Clerks (SLCC) and county associations have set up a Civility and Respect Working Group to oversee the Civility and Respect Project.

The Civility and Respect Pledge is being introduced because there is no place for bullying, harassment and intimidation within our sector.

The pledge is easy for councils to sign up for and will enable councils to demonstrate they are committed to standing up for poor behaviour across our sector and to driving through positive changes which support civil and respectful conduct.

So far 855 Councils have taken the pledge – information through NALC link above.

By signing the Pledge, your council is agreeing that the council will treat councillors, clerks, employees, members of the public, and representatives of partner organisations and volunteers with civility and respect in their roles and that it:

- Has put in place a training programme for councillors and staff
- Has signed up to the Code of Conduct for councillors
- Has good governance arrangements in place including staff contracts and a dignity at work policy
- Will seek professional help at the early stages should civility and respect issues arise
- Will commit to calling out bullying and harassment if and when it happens
- Will continue to learn from best practices in the sector and aspire to be a role model/champion council through for example the local Local Council Award Scheme
- Supports the continued lobbying for change in legislation to support the Civility and Respect Pledge including sanctions for elected members where appropriate

9) Youth club room

As agreed at November meeting we asked trustees/committee if we can explore the PC having sole use of the YC premises should they become vacant at the end of the year.

10) Emergency 'warm space' provision – hall have been updated following decision at our December meeting.

11) South Downs Classic cycle ride – Sunday 25th June 2023 – route circulated – any questions for organisers?

12) Midhurst Area Cycling (MAC) – funding request circulated

13) Youth Club – approach from Sussex Clubs for Young Children to hold outreach sessions in the village with a visiting youth bus – need couple of PC volunteers to join meeting

14) A272 at Terwick – review of road following recent accident

16) Policy review

Website – unchanged policies within policies / new within meeting supporting info page

- a) **Meeting recording policy** – new
- b) **Press and Media policy** - new
- c) **Employee disciplinary procedure** - new
- d) **Employee whistle blowing policy** - new
- e) **Accessibility statement** – unchanged
- f) **Discretionary funding policy and procedure** - unchanged
- g) **Finance regulations** - update (indicated in red) to match authority within standing orders

4. BUDGETARY CONTROL AND AUTHORITY TO SPEND

4.1 Expenditure on revenue items may be authorised up to the amounts included for that class of expenditure in the approved budget. This authority is to be determined by:

- the council for all items over £5,000 ;
- **the Open Spaces committee of the council for relevant budgeted expenditure up to £2,000 and up to £500 for unexpected items; or**
- the Finance committee of the council for items over £2,000 and under £5,000; or
- the Clerk, in conjunction with Chairman of Council or Chairman of the Finance committee, for any items below £2,000.

Such authority is to be evidenced by a Minute or by an authorisation slip duly signed by the Clerk, and where necessary also by the appropriate Chairman.

Contracts may not be disaggregated to avoid controls imposed by these regulations.

- h) **Standing Orders** – update to add £2,000 (indicated in red) to match authority in finance regs
- 4) Committees and sub-committees
- a) Unless the council determines otherwise, a committee may appoint a sub-committee whose terms of reference and members shall be determined by the committee.
 - a) Committees and sub-committees can only make recommendations to the full council and do not have the delegated powers to make resolutions except:
 - a. *The Finance Committee has authority to approve payments in accordance with the Finance Regulations.*
 - b. *The Open Spaces Committee has authority to approve **relevant** budgeted expenditure **up to £2,000** and up to £500 for unexpected items.*
- i) **Health and Safety** - unchanged
 - j) **Child protection** - new
 - k) **Metal detection** – unchanged
 - l) **Use of Open Spaces** - unchanged

20) Drainage/operation Watershed

Still waiting for revised quote – WSCC need to consult with Southern Water because of there is shared ownership of the drains at the bottom of North Lane. Neighbours continue to clear the drains of leaves/sand where possible but there was still flooding during the recent extreme rain.