

# Brockenhurst Parish Council

Members of the Brockenhurst Parish Council Personnel and Resources Committee are hereby summoned to attend a Meeting of the **Personnel and Resources Committee** to be held on Tuesday 1st July 2025 at 7.00pm at Brockenhurst Village Hall

*T Brindley*

Parish Clerk, 26<sup>th</sup> June 2025

## AGENDA

1. Election of Chairman
2. Apologies for Absence
3. Declarations of Interest/Requests for Dispensation
4. To approve the Minutes of Meeting held 4<sup>th</sup> March 2025
5. Financial Comparison & Bank Accounts
  - a. Financial Comparison
  - b. Bank Balances
  - c. Bank Transfers
6. Treasury Management  
To discuss the transfer of funds from the Unity Current Account to an interest bearing account
7. Grant Applications
  - a. Friends of Brockenhurst Station £428
  - b. PTA, Brockenhurst Primary School £6,500 Crossing Patrol
  - c. Brockenhurst Primary School £2,500 Library
8. Review of Application Process
9. Terms of Reference & Policies
  - a. Personnel & resources Committee Terms of Reference
  - b. Financial Regulations
  - c. Disciplinary Procedure
  - d. Grievance Procedure
  - e. Complaints Procedure
  - f. Councillors' Training
  - g. Sickness Absence Policy
  - h. Health & Safety Policy
10. Insurance Policy Renewal 1 August 2025
11. CIL/ S106 funding application.  
The closing date for placing a bid for the CIL Local Infrastructure Fund is 8/8/2025
12. Disposal of Assets: Including Broken Photocopier, Printer, Old PC
13. Clerk Recruitment Update
14. Short & Medium Term Staffing Arrangements
15. Date of Next Meeting – Tuesday 4<sup>th</sup> November 2025