

WEST DEAN PARISH COUNCIL

Dave Kent
Clerk to the Council

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To Members of West Dean Parish Council Governance Committee

Dear Councillor

GOVERNANCE COMMITTEE

There will be a meeting of West Dean Parish Council Governance Committee on Tuesday 14th September 2021 at 11am in the Gosling and Eales Rooms of the West Dean Centre.

Yours sincerely

Deputy Clerk

AGENDA

1. **Apologies**
2. **Declarations of Interest**
3. **Minutes of Previous Meeting 3rd August 2021**
Attached

4. **Review of Council Procedures and Documents**

The following documents will be discussed and worked through as final versions in preparation for full council on 29th September 2021.

- i. Communication Policy
- ii. Data Protection Policy
- iii. Equalities & Diversity Policy
- iv. Safeguarding Policy
- v. Disciplinary Policy
- vi. Grievance Policy

Draft copies of documents attached

5. **Council Committees**

- i. Update on the review of terms of reference for all committees

6. **Date of the Next Meeting**