

**MINUTES OF AN EXTRAORDINARY MEETING OF HOCKHAM PARISH COUNCIL
HELD AT 11.30AM ON FRIDAY 23RD JULY 2021 IN THE MILLENNIUM GARDEN**

Attending; A Lambert (Chair), C Garrod (Clerk), T Bennett, B Campbell, J Leech,
D Childerhouse.

- 1) Apologies for absence; Calvin Thomas, Christine Woodsford.
- 2) There were no declarations of interest.
- 3) The following policies/documents were briefly discussed;

Financial Regulations
Code Of Conduct
Terms of Reference & Delegation of Powers to Committees & Working Groups
Privacy Statement
Persistent Complaints & Harassment Policy
Social Media Policy
Bullying Policy
Equality Policy
Health & Safety Policy
GDPR Policy
Document Retention
Risk Management
Parish Council Responsibilities

All had been circulated and were approved and signed. They would be sent to the webmaster for publishing on the PC web pages.

- 4) The Clerks Contract of employment was agreed and signed.
- 5) The Complaints Procedure PRO 001 was amended to issue 2.

The meeting closed at midday.

Next full meeting would be on Monday 9th August.