



CONNAH'S QUAY TOWN COUNCIL

Minutes of Policy & Resources Meeting held in Person - Wednesday 12 February 2025

Present: (Attendance Register)

Councillor A. Hughes (Chair) presiding

Councillors B. Crease, E. Loughnane, D. Richardson, V. Roberts, P. Shotton & I. R. Smith.

Mrs S. Wilson (Clerk)

Mrs S. L. Phillips (Administrative Officer)

1 member of the public

243. NOTICE OF MEETING

The notice of meeting was received.

244. APOLOGIES

Apologies for non-attendance were received from Councillors J. B. Attridge, L. Attridge, W. Catterall, A. I. Dunbar, A. Dunbobbin, E. S. Faulkner, G. A. Faulkner, A. Manship, A. R. Owen, D. Owen & A. S. Wren

245. DECLARATIONS OF INTEREST

None received.

246. POLICIES

The Clerk submitted copies of the following policies to Councillors prior to the meeting.

The Clerk advised that there had been no amendments or updates since the policies were last reviewed in 2023.

Alcohol and Substance Abuse Policy

Capability Policy

Concerns and Complaints Policy

Disciplinary Policy

Document Retention and Disposals Policy

Employee Code of Conduct Policy

Equal Opportunities Policy

Grievances Policy

Internet and Email Usage Policy



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Lone Working Policy

Staff Absence & Return to Work Policy

RECOMMENDED:

That Full Council approve and agree the above policies.

Confirmed 5 March 2025

Presiding Chair

Meeting commenced at 6.30pm and ended at 6.35pm