



TOWN CLERK – MS LOUISE BAREHAM  
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25<sup>th</sup> November 2025

To All Members of Faversham Town Council's Policy & Resources Committee

Dear Committee Member

**YOU ARE HEREBY SUMMONED TO ATTEND** a meeting of Faversham Town Council's Policy and Resources Committee to take place at The Guildhall on Monday 1<sup>st</sup> December 2025 at 7.30pm when the following business will be transacted.

Yours sincerely

*Louise Bareham*

Louise Bareham FSLCC  
Town Clerk

A maximum of 15 minutes to be allowed to receive public questions and comments on items on the Agenda.

#### AGENDA

- 1 **Apologies for Absence**  
To receive apologies for absence
- 2 **Declarations of Interest**  
To receive any declarations of interest for items listed on the Agenda
- 3 **Minutes of the Previous Meeting and Matters Arising**  
To receive the Minutes of the Policy and Resources Committee dated 3<sup>rd</sup> November 2025.
- 4 **Monthly Reports**  
To note monthly reports
- 5 **Policy Review**  
To review the following policies:

Social Media and Electronic Communication  
Employee Privacy Notice  
Armed Forces and Reservist Employment Policy  
Breach Notification Policy  
Equality, Diversity and Inclusion Policy  
Document Retention Policy  
Publication Scheme  
Subject Access Request  
Website Accessibility Statement  
Revised IT Policy

6 **Budget Discussion**

To consider the latest draft Budget 2026-2027 and make recommendations.

10 **Matters for Report**

Items for future agenda