

Lanhydrock Parish Council Finance & Governance Committee: Minutes of Meeting held at The Stables, Tredinnick Pits at 18:30 on Tuesday 19th February 2019

In attendance: Cllr. W. Ayres, Cllr. P. Miller, Cllr. J. Coad and Sarah Knight (Clerk)

Apologies: None

Declarations of Interest: None.

1. The committee considered the National Association of Local Council's (NALC) Model Standing Orders, published in 2014, with a view to editing them for adoption by Lanhydrock Parish Council. The committee agreed to recommend the following revisions to the full council:
 - a. 3c: Remove italicized 'or' option (*The minimum three clear days' public notice of a meeting does not include the day on which the notice was issued or the day of the meeting*)
 - b. 3f: Specify public participation at a meeting shall not exceed **15** minutes unless directed by the chairman
 - c. 3g: Specify a member of the public shall not speak for more than **3** minutes
 - d. 3i: Remove order (*a person shall stand when requesting to speak and when speaking etc.*)
 - e. 3w: Specify a meeting shall not exceed a period of **3** hours. Add 'to be extended at Chairman's discretion'
 - f. 4di-xii: Remove orders (*The council may appoint standing committees or other committees as may be necessary etc.*)
 - g. 6c: Remove order (*The chairman of a committee [or sub-committee] may convene an extraordinary meeting of the committee [or the sub-committee] at any time*)
 - h. 6d: Remove order (*Members of a committee [or sub-committee] may convene an extraordinary meeting if the chairman fails to do so*)
 - i. 7a: Remove order (*A resolution shall not be reversed within six months etc.*)

- j. 7b: Remove order (*When a motion moved pursuant to standing order 7(a) above has been disposed of, no similar notion may be moved within a further six months*)
- k. 9a-h: Remove orders (*Motions for a meeting that require written notice to be given to the Proper Officer etc.*)
- l. 10ai-xvii: Remove orders (*Motions at a meeting that do not require written notice*)
- m. 17ci-iii: Remove orders (*The Responsible Financial Officer shall supply to each councilor as soon as practicable after 30 June, 30 September and 31 December in each year a statement to summarise the council's receipts and payments etc.*)
- n. 17di: Remove order (*As soon as possible after 31st March, the Responsible Financial Officer shall provide each councilor with a statement summarizing the council's receipts and payments for the last quarter and the year to date for information*)
- o. 17e: Remove reference to 'each councillor' and replace with 'the council' (*A completed draft annual return shall be presented to the council before the end of the following month of May*)
- p. 24ai-ii: Remove orders (*Unless authorized by a resolution, no councilor shall inspect any land and or/premises which the council has a right or duty to inspect; or issue orders, instructions or directions*).

Meeting Closed at 20:00

Signed and Accepted as a correct record

Councillor



Date: 25/03/2019