Dear Cllrs,

As per the draft Agenda circulated last week, I attach the latest versions of the two main Governance documents for local government; **Standing Orders and Financial Regulations**.

The Parish Council created an Annual Programme to ensure that all essential matters were addressed in a timely and regular fashion. In addition to when there are legislative changes (eg use of video cameras etc at public meetings) and when there are recommended changes by the national bodies (eg NALC) it is prudent to review them when the membership of the Council has materially changed (eg after an election) or when circumstances have changed (eg creation of a Planning Cttee). As Clerk, I am advising the Parish Council that it would be appropriate for the Members to satisfy themselves as to the contents of these two documents.

Financial Regulations were updated in Sept 2014 to reflect amendments to the Model FR's produced by NALC.
Standing Orders were updated at the same meeting to reflect the Council's agreement to having a Planning Committee as and when it was necessary.

I am not aware of any reasons that the above two documents would need to be amended.

Whilst addressing 'governance matters' I am also attaching a copy of the **Code of Conduct for Members**; agreed by Council Sept 2012. This document is not circulated for 'information only', and there is no presumption of need for change/updating.

If you have any questions on the content of any of these three documents, please do not hesitate to contact me.

Chris Pottinger
Clerk, Hannington Parish Council