

LEIGHTON-LINSLADE TOWN COUNCIL
STANDING ORDERS TASK AND FINISH GROUP
MONDAY 26 NOVEMBER 2018 AT 1930 HOURS

Present: Councillors J M Freeman
 S Jones
 C Palmer

Also in attendance: M Saccoccio (Town Clerk)
 S Sandiford (Head of Democratic & Central
 Services)

Members of the Public: 0

1/SO ELECTION OF CHAIR

It was proposed and seconded that Councillor S Jones be appointed as Chairman. There were no further nominations.

RESOLVED to appoint Councillor S Jones as Chair of the Standing Orders Task and Finish Group.

2/SO ELECTION OF VICE CHAIR

It was proposed and seconded that Councillor J M Freeman be appointed as Vice Chairman. There were no further nominations.

RESOLVED to appoint Councillor J M Freeman as Vice Chair of the Standing Orders Task and Finish Group.

3/SO APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillors R Berry and E Wallace.

4/SO DECLARATION OF INTERESTS

Members were asked to declare any interests, including the nature of those interests, which they had in any of the items under consideration at this meeting. No declarations were made.

5/SO QUESTIONS FROM THE PUBLIC

No members of the public were present.

6/SO STANDING ORDERS REVIEW

The Task and Finish Group had received in advance of the meeting a copy of existing Town Council Standing Orders (as adopted in 2013 and amended in 2015), the 2018 Model Standing Orders issued by the National Association of

Local Councils and a document comparing the two and highlighting differences for consideration.

The content of the NALC Model document included reference to recent legislation, particularly in respect of information management, data protection and transparency. It was agreed that these changes should be incorporated into Standing Orders.

On reviewing content of existing Standing Orders which was not included in the NALC Model document, it was agreed to retain the current wording. This included sections in relation to: questions from councillors, proportional representation, estimates/precepts, canvassing of and recommendations by councillors, inspection of documents, confidential business, General Power of Competence and co-option.

In sections where the content was broadly the same but the wording of the two documents differed, the Task and Finish group considered both and made decisions regarding which wording to retain.

It was recognised that the task of comparing the existing Standing Orders to the new Model had been made more difficult by the differences in formatting and numbering. It was therefore agreed that for ease of reference in future, Standing Orders should adopt the format and numbering of the NALC Model, with the additional sections (as listed above) added to the end of the document.

It was agreed to remove any reference to the requirement for councillors to stand when speaking at Council.

Discussion took place regarding the appointment of Chairs for committees and sub-committees. It was agreed to retain the wording of the NALC Model in that the Chairs of standing committees would be appointed by Council, but that the Chairs of any other committees/sub-committees could be appointed by that body. It was agreed to add that the Chair of a standing committee should not also be the Chair of another committee or sub-committee.

It was agreed to adapt wording where necessary to make it non gender specific.

It was agreed that no further meetings of the Task Group should be necessary.

RECOMMENDED to the Policy and Finance Committee to consider recommending to Council approval of updated Standing Orders to take into account the changes outlined above.

19 December 2018

The meeting closed at 2044 hours.

I HEREBY CONFIRM THAT THE FOREGOING IS A TRUE AND ACCURATE RECORD OF THE MEETING HELD ON 26 NOVEMBER 2018.

Chair

21 JANUARY 2019.

DRAFT