



Fishguard & Goodwick Town Council Cyngor Tref Abergwaun ac Wdig

Town Hall, Fishguard, Pembrokeshire, SA65 9HE
Neuadd Y Dre, Abergwaun, Sir Benfro SA65 9HE

Clerk/Clerc: Catherine Bannister
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Dear Council Member,

You are hereby summoned to attend the Governance Committee Meeting of the Fishguard and Goodwick Town Council, at **5:30pm on Tuesday 23rd January 2018**, at Fishguard Town Hall.

Cllr. James Thickitt, will be in the Chair.

Cath

Cath. Bannister
Town Clerk/Responsible Financial Officer

AGENDA:

1.0 APOLOGIES FOR ABSENCE: CLLR. THICKITT

To record apologies for absence and to record the names of those Councillors present.

2.0 MINUTES OF THE PREVIOUS MEETING: CLLR. THICKITT

To agree the previous minutes, dated 6.11.17, as a true and accurate record of the meeting.

3.0 DECLARATION OF INTERESTS: CLLR. THICKITT

To formally record any personal or pecuniary interests that a Town Councillor may have in any of the agenda items listed:

4.0 CLERKS REPORT

Policies:

The Clerk has progressed the Youth Cllr. recruitment procedure and the Health and Safety Policy.

Data Protection:

The Clerk is arranging training for the other TC's in Pembrokeshire, to receive training from PCC. Date yet to be confirmed.

5.0 POLICIES COMPLETED AND TO BE ADOPTED: CLLR THICKITT

What policies and procedures have been completed and adopted by Town Council?

Policies ready for scrutiny by the Governance Committee are:

Data Protection, Notice Board, Press and Media and Social Media.

These were scheduled for adoption but will need to go to the February meeting.

6.0 GENERAL DATA PROTECTION REGULATION: CLLR THICKITT

The General Data Protection Regulation will come into force in May 2018. The Town

Council needs to be prepared.

An overview of the legislation and the requirements, can be found at:

<https://ico.org.uk/for-organisations/data-protection-reform/overview-of-the-gdpr/>

The Clerk is organising a county wide session for Pembrokeshire Clerks via Pembrokeshire County Council.

Is there anything further to consider or can this item be removed from the agenda?

7.0 YOUTH COUNCILLORS: CLLR WYER

The recommendations by One Voice Wales for the recruitments of youth councillors, was circulated to the Governance Committee members on 2.8.17.

The documentation is prepared.

The committee will need to scrutinise the documentation in preparation for adoption by the full Town Council.

8.0 DATES AND TIMES OF FUTURE MEETINGS: CLLR. THICKITT

To set regular times, days and dates of future meetings.

The meetings of the Governance committee will be held bi-monthly, on the 4th

Tuesday of that month at 5:30pm:

27th March 2018

22nd May 2018

Do these dates need amending as Cllr. Thickitt, (Chair) is committed for both dates.

9.0 URGENT MATTERS: CLLR THICKITT

Any matters that have come to the attention of the Town Council after the Agenda has been circulated, can be discussed here.

The Chair and the Clerk will need to be advised before the start of the meeting.

Please be aware that no resolution can be reached on non-agenda items but they can be discussed and deferred to the relevant committee for further discussion or to the next full town meeting as an agenda item.