



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
Tel: 01348 874406
email: clerk@fishguardgoodwick-tc.gov.uk

Dear Council Member,

You are hereby summoned to attend the Governance Committee Meeting of the Fishguard and Goodwick Town Council, at **6:30pm on Tuesday 29th January 2019**, at Fishguard Town Hall.
Cllr. James Thickitt will be in the chair.

Cath

Cath. Bannister
Town Clerk/Responsible Financial Officer

GOVERNANCE 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 25.9.18, 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

On the day

5.0 TOWN COUNCIL FACEBOOK PAGE AND WEBSITE: CLLR. THICKITT

The Town Councils Facebook page and website.

Who should have access rights to them and be able to update and amend them?

It is normal practice within Councils, for the Clerk only to access these. However, this has proved difficult in the past.

Should all posts require approval before posting?

Please discuss.

6.0 TERMS OF REFERENCE: CLLR. THICKITT

The Terms of Reference for the Governance Committee have been written and need reviewing.

Please discuss

7.0 REVIEW OF POLICIES AND NEW POLICIES TO BE WRITTEN: CLLR. THICKITT
Review of existing Policies to discuss any amendments/additions that may need to be made, ready for the annual meeting in May

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 each quarter, on the 4th Tuesday of that month.
All meetings will start at 6:30pm.
16th April 2019 (one week early due to bank holiday)
23rd July 2019

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.