



FISHGUARD AND GOODWICK TOWN COUNCIL
Monday 6th November 2017 at 4pm

**Minutes of the Meeting of the Fishguard and Goodwick
Town Council Governance Committee**
Cllr. J. Thickitt, Chairman, was in the Chair.

MINUTES:

Due to apologies received from the Chair, Cllr. Thickitt, the meeting was Chaired by Cllr. Ryan, the Vice Chair of the Governance Committee.

31/17 APOLOGIES FOR ABSENCE: CLLR. RYAN

Apologies were received from Cllr. O'Connor who was travelling back from London and Cllr. Thickitt who had childcare commitments.
Those Cllrs. present were Cllrs. Ryan, Wyer and Morris.

32/17 MINUTES OF THE PREVIOUS MEETING: CLLR. RYAN

It was resolved to accept the minutes of the previous meeting held on 26.7.17, as a true and accurate record.

33/17 DECLARATION OF INTERESTS: CLLR. RYAN

No declarations of interest were made or declared

34/17 CLERKS REPORT:

	Since there had not been a meeting of the Governance Committee since July, there were no immediate actions to report by the Clerk.
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35/17 PROGRESS TO DATE: CLLR RYAN

The Clerk read out a list of accepted and adopted policies:
Welsh Language Policy
Concerns and Complaints
Revised standing orders
Revised financial Regulations

The Clerk read out a list of written policies ready for scrutiny and adoption:
Data Protection – will need a revision to incorporate the new legislation in May 18
Notice Board policy
Press and Media policy
Social Media policy
The above 4 will be taken to Town Council in December for approval and adoption.

The Governance Committee listed the next policies to be written, in order of their priority:
Health and Safety
Youth Councillors
Flag policy
Equality and Diversity policy
Freedom of Information policy



The Clerk will be in a position to bring draft documents to the next meeting in the New Year.

36/17 GENERAL DATA PROTECTION REGULATION (GDPR): CLLR. RYAN

The new legislation was discussed.

It will come into force in May 2018.

It was thought that it would have minimum impact upon the business, but it has been clarified that training is needed.

It was resolved that Cllr. Wyer will endeavour to see if PCC have a policy document that the town council could use as a template.

The Clerk will follow this up with OVW and the SLCC

37/17 YOUTH COUNCILLOR: CLLR RYAN

Cllr. Wyer updated the committee with regards to the Town Council offering up to two places for Youth Councillors.

There is some legislation that the TC needs to examine with before the matter can be progressed.

The Clerk will progress this and report back with documentation to take to advert, for vacancies in the New Year.

38/17 DATES OF THE NEXT MEETINGS:

This was not set as the frequency of the Governance meetings will be discussed at the next meeting of the full Town Council (7.11.17).

There being no further business to discuss, the meeting was closed at 4.50pm