



**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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Minutes of the Meeting of the Fishguard and Goodwick  
Town Council **Governance Committee** held on  
Tuesday 26<sup>th</sup> March 2019 at 6:30pm.  
**Cllr. Ryan was in the Chair.**

Cath. Bannister  
Town Clerk/Responsible Financial Officer

Cath Bannister

**GOVERNANCE MINUTES:**

**25/19 ELECTION OF NEW CHAIR: CLERK**

Cllr. Thickitt was elected as Chair to the Governance Committee – in his absence.

**26/19 ELECTION OF VICE CHAIR TO THE GOVERNANCE COMMITTEE: CLERK**

Cllr. Ryan was elected as Vice Chair to the Governance committee.

Cllr. Ryan took the Chair for the meeting in the absence of Cllr. Thickitt.

**27/19 APOLOGIES FOR ABSENCE: CLLR. RYAN**

To record apologies for absence and to record the names of those Councillors present.  
Apologies were received from Cllr. Thickitt – work, Cllr. Stokes – training.  
Those Cllrs. present were Cllrs. Ryan, Lawton and McCarney

**28/19 MINUTES OF THE PREVIOUS MEETING: CLLR. RYAN**

To agree the previous minutes, dated, 26.3.19, as a true and accurate record of the meeting.

It was resolved to accept the minutes of the meeting held on 26.3.19, as a true and accurate record of the meeting.

**29/19 DECLARATION OF INTERESTS: CLLR. RYAN**

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

No declarations of interest were declared.

**30/19 CLERKS REPORT**

There were no outstanding matters to report on

**31/19 REVIEW OF POLICIES AND NEW POLICIES: CLLR. THICKITT**

Review of existing Policies to discuss any amendments/additions that may need to be made, ready for the annual meeting in May.

The Clerk had checked through a prepared policy relating to Local Resolution Policy.

It was resolved to accept this as a final document and to take it to full Council for adoption.

The Clerk circulated a document relating to a Register of Member Interest.

The document was read through and it was resolved to make suggested amendments over the summer period and to bring amendments back to the next Governance meeting.

The Clerk also introduced a further policy titled Unacceptable Actions by Individuals. This documents is to be reviewed and bought back to the next Governance meeting.

**32/19 AIMS AND OBJECTIVES OF THE TOWN COUNCIL: CLLR. THICKITT**

The reviewed draft of the Aims and Objectives of the Town Council were reviewed. It was resolved to accept the document as the final draft and to take it to full Council for adoption.

**33/19 DATES OF THE NEXT MEETINGS:**

**DATES AND TIMES OF FUTURE MEETINGS: CLLR. THICKITT**

The meetings of the Governance committee will be each quarter, on the 4<sup>th</sup> Tuesday of that month.

It was resolved to hold the next meeting in September, rather than wait until October. The Clerk will circulate a date closer to the time.

28<sup>th</sup> October 2019

28<sup>th</sup> January 2020

**34/18 URGENT MATTERS: CLLR RYAN**

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 Town Clerk will need to be advised before the start of the meeting.

Please note that a resolution cannot be made on non-agenda items.

**There being no further matters to discuss, the meeting was closed at 6:23pm**