



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.wales

Dear Council Member,

You are hereby summoned to attend a meeting of the Fishguard and Goodwick Town Council Governance Committee on Tuesday 27th October 2020 at 2:30pm, The meeting will be held virtually, using StarLeaf as a platform. Cllr. Stokes will be in the chair, in the absence of Cllr. Thickitt.

Cath. Bannister - Town Clerk

GOVERNANCE AGENDA:

- 1.0 APOLOGIES: CLLR. STOKES**
To formally record apologies for absence and to record the attendance of Town Councillors.
- 4.0 MINUTES OF THE LAST MEETING: CLLR. STOKES**
To approve the minutes of the previous meeting, held on 14.7.20, as a true and accurate record of the meeting.
- 5.0 DECLARATIONS OF INTEREST: CLLR. STOKES**
To formally record any personal or pecuniary interests that a Town Councillor may have in any of the agenda items listed.
- 6.0 CLERKS UPDATE AND REVIEW: CLLR. STOKES**
Two policies, as reviewed and agreed at the last Governance meeting, have been adopted by the Town Council as at minute reference 90/20 dated 1.9.20
They were:
Councillor Registration of Interests. These details now need publishing and Cllr. Stokes will progress this.
Flag Flying Policy
- 7.0 POLICIES FOR REVISION AND REVIEW: CLLR. STOKES**
All policies for review will be emailed out to committee members, prior to the meeting.
 1. Standing Orders. It has been identified that as at item reference 3.14 the minimum numbers of Cllrs. to be present in order for a meeting to progress is mentioned. It is unclear if this applies to full council or for committee meetings.
The minimum numbers for a full council meeting to be quorate, is one third of the members, in our case, 5.
The minimum number of for a committee meeting to be quorate, is one third of members, but in any case, no less than 3.
Please discuss.

2. Draft Freedom of Information Act 2000 Policy.
Please discuss.

8.0 FUTURE POLICIES FOR REVIEW: CLLR. STOKES

Unacceptable Actions by Individuals
Aims and Objectives for the Town Council for 2021/22
Publication Scheme

9.0 DATE OF FUTURE MEETINGS: CLLR. STOKES

In the light of COVID-19, all meetings will be held on the fourth Tuesday of each month. The start time for all meetings, will be at the discretion of the Chair.

23rd November 2020

28th December – subject to change due to the Christmas break.

10.0 URGENT MATTERS: CLLR. STOKES

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 advised that no resolution can be reached on non-agenda items but they can be discussed and referred to the relevant committee Agenda for further discussion, where a resolution can be passed.