



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 26th January 2021 at 6pm**,
The meeting will be held virtually, using StarLeaf as a platform.
Cllr. Thickitt will be in the chair.

Cath. Bannister - Town Clerk

GOVERNANCE AGENDA:

- 1.0 APOLOGIES: CLLR. THICKITT**
To formally record apologies for absence and to record the attendance of Town Councillors.
- 2.0 MINUTES OF THE LAST MEETING: CLLR. THICKITT**
To approve the minutes of the previous meeting, held on 1.12.20, as a true and accurate record of the meeting.
- 3.0 DECLARATIONS OF INTEREST: 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 UPDATE AND REVIEW: CLLR. THICKITT**
At the meeting.
- 5.0 STANDING ORDER REVISIONS: CLLR. THICKITT**
The Clerk has updated the standing orders as resolved at the last meeting. Please review the draft changes.
Further changes need to be made to Standing Orders that reflect the operational changes of COVID-19 as to how the Town Council is to be managed.
Please discuss.
- 6.0 POLICIES FOR REVISION AND DRAFT: CLLR. THICKITT**
In preparation for the Annual Meeting in May and the ongoing COVID-19 situation, the Clerk will look at Financial Regulations and bring any suggested amendments to the next meeting.
Policies that need confirming as completed before then are:
Terms of Reference for the four committees.
Standing Orders
Financial Regulations
Please discuss which other policies, in order of priority, need amending. Not all policies need amending, sometimes, just re-reading. These will be brought to the next Governance Meeting.

7.0 DATE OF FUTURE MEETINGS: CLLR. THICKITT

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 February 2021

23rd March 2021

27th April 2021

25th May 2021

8.0 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 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.