



**Tidworth Town Council
Policies and Procedures
January 2020**



Minutes of the Policies and Staffing Committee on 16th January 2020 in the Community Centre at 1.00pm

<p>Attended Councillors H Jones (HJ), G Paine (GP), S Fell (SF), P Hedge(PH)</p>	<p>2. 19/026PS Apologies: NONE Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Town Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act1972, members present must decide whether the reason(s) for a member's absence are accepted.</p>	
Item	Agenda Item	Action by
19/025PS	<p>1. Election of Chair With the recent resignation of C'Ilr Charlott, HJ nominated PH to be chair. PH felt that it unfair as he had only just joined the committee and nominated GP. There was a discussion about who would be most suitable. Therefore, PH accepted the role of chairman. Proposed by HJ, seconded by SF, carried.</p>	
19/027PS	<p>3. Declaration of interest – NONE (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012/1464) (NB this does not preclude any later declarations).</p>	
19/028PS	<p>4. Minutes of last meeting Ratified at January 2020 full town, no matters arising.</p>	
19/029PS	<p>5. Future Planning/ Revisit Timetable All agreed that they were pleased the Press and Media policy got adopted at January's town meeting. HJ referred to the policies timetable which the Clerk had previously provided. She will look at this list as well as liaising with Connor Consultancy to decide which policies should be looked at next. Standing Orders and Financial Regulations are a large documents therefore they will be reviewed a section at a</p>	

	<p>time. Due to the confusion when previously reviewed the Clerk advised that everyone ignore the previous circulations.</p> <p>Model Code of Conduct is to be reviewed at the next meeting.</p>	
19/030PS	<p>6. Correspondence</p> <p>The Clerk advised that she would now be working with Su Macdonald from Connor Consultancy to provide the Blue Sky Thinking evening.</p>	
19/031PS	<p>7. Date of next meeting</p> <p>TBC</p>	<p>Agenda items to be submitted to the Clerk 7 days before meeting</p>

**There being no further business
to discuss the meeting closed at 2.30pm.**