KIDWELLY TOWN COUNCIL

5th DECEMBER 2023

At a Hybrid meeting of the POLICY COMMITTEE held on Tuesday 5th December 2023

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| Present | Town Mayor | C.Peters |
|  | Deputy Mayor | C.Morgan |
|  | Councillors | J.Gilasbey, G.Bras, A.Herbert, C.Peters-Bond, J.Maclaughland, L.Jones, J.Westlake,G.Beer,  |
|  | Town Clerk | Virginia O’Reilly |
|  | Town Secretary  | A Padgett  |
| Apologies | Councillors | H.Griffiths, J.Tarsnane, S.Ratty, E.Reeves-Davies, S.John |

**252 MEMBERS’ DECLARATIONS OF INTEREST**

There were no declarations of interest.

**253 FINANCE AND GOVERNANCE TOOLKIT**

Work has begun on producing the toolkit.

Part 1:- The Chair and town clerk have completed Section A and half of Section B. Part 1 could possibly be completed by the end of the year. 2 sessions have been scheduled in December for further deliberations.

Part 2:- This section will be completed by consultation with members.

**254 TRAINING PLAN REVIEW**

The plan has been circulated. Members will fill in individual modules they have completed. It was recommended that core modules be studied first – Code of Conduct being of vital importance. The training plan will be published and will become part of the audit process.

The training modules are not always at convenient times. Various alternative options will be explored. Llanelli Rural Council provide training in house.

It was **RESOLVED** that new councillors be allotted a more experienced councillor to help on a “Buddy” system.

**255 STANDING ORDERS**

One Voice Wales has produced new model Standing Orders which have been updated to reflect changes in legislation and more modern working methods. Section under review:-

It was **RESOLVED** that the following alterations be made:-

Section 6 d – time period to be 7 days, 2 members to convene a meeting.

Section 7 a – notice given by at least 7 councillors

Section 9 b – to read “no motion may be moved at a meeting unless it is on the agenda”.

 d – time period to be 5 clear days

 g – to read “motions received shall be recorded and numbered.”

Section 10 – no changes