



Liss Parish Council

Review Group for Standing Orders, Procedures & Agreements with third parties.

Minutes of a meeting held on 10th December 2012

MEMBERS

*K Budden * H Linsley G Logan *L Mann B Mayo *A Wright(Chairman)

*Present

Clerk: R Bowery

18/R12 Apologies

Apologies were received from Cllrs Logan & Mayo.

19/R12 – Declarations of Interests

It was noted that Council minute 148/12 of 19th November 2012 gave a general dispensation for declarations of interests for all meetings until 17th December 2012.

20/R12 Minutes of the meeting of 21st November

The minutes of the meeting of 23rd November were noted.

21/R12 – Standing Orders

The Chairman had circulated revised sections of the Standing Orders including proposed revisions. The Clerk was asked if there had been any progress on the financial sections & he replied that there had not. The proposed revisions were discussed & the following amendments to the proposals were agreed:

Section 1, Meetings

- Para. b of statutory rules delete the word Saturday.
- Para. d of statutory rules – the Clerk to seek advice on the definition of recording meetings.
- Para. g of statutory rules – delete the word full.
- Para. l of statutory rules – delete.
- Para. 67 (old rules) – add the words & press after the word public on line three.

Section 15, Committees – proposed revisions accepted except

- Item 47 – add concurrently to end of sentence
- Final section about termination of cooptions – Council not Committee to terminate cooption
- Working Groups – add members shall be subject to reappointment at the Annual meeting

Section 7, Code of Conduct – Clerk to seek advice on “personal” interests.

Terms of Reference for Committees

The Clerk had prepared terms of reference for the Council’s committees. These were still a work in progress & it was agreed that more final versions would be tabled at the next meeting after chairmen of committees had commented on them.

Cllr Linsley asked if Members felt that standing orders should also contain a clause restricting a vice chairman of Council from holding office for longer than four years in line with the restriction on the chairman’s office.

After debate it was agreed that no such clause was necessary.

22/R12 – Procedures

No progress as yet. Cllrs Budden & Mann to liaise in early new year.

23/R12 Agreements with third parties

Liss Riverside Railway Walk management arrangements with EHDC

The Clerk reported EHDC's officer had now placed the draft agreement with EHDC's legal department.

Service Level Agreement with Newman Collard Trust

The Clerk had sent the draft agreement to the chairman & secretary of the Trust & a response was awaited.

24/R12 Any other business

The Chairman felt there was a need for Council to have an agreed interview procedure for the filling of casual vacancies. In discussion Members agreed.

Next meeting: TBC