



LOCAL COUNCIL
AWARD SCHEME
QUALITY

GAMLINGAY PARISH COUNCIL

NOTICE OF A CONSULTATION COMMITTEE MEETING

Dear Sir/Madam

Notice is hereby given that a **Meeting** of the **Consultation Committee** will be held **on Tuesday 25th July 2023 at 8.15pm**. All members of this Committee are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder:-

LB

Dated 19.7.2023

Mrs. K Rayner /Mrs L Bacon

Clerks

BUSINESS TO BE TRANSACTED

1. To receive apologies for absence
2. To receive **declarations of interest** from councillors on items on the agenda: -
 - 2.1 *To receive written requests for dispensations for disclosable pecuniary interests.*
 - 2.2 *To grant any requests for dispensations as appropriate.*
3. Terms of reference for information and (previous minutes 30th August 2022 for agreement)
4. External consultation exercises and reports – none.
5. Internal policies and procedures review-
 - 5.1 Inspect Deeds and Covenants list and Asset register



5.2 Policy Review*-issues reports by Councillors & Clerks- review current policies (batches)

- Model code, Financial Regulations and Standing Orders, equality policy (1)
- General standard policies and working practices-complaints, training, mission statement, document retention (2)
- Communications Strategy, Engagement, press (3)
- Churchyards and cemeteries- regulations and closed churchyards policy (4)
- General risk policies (5)
- Landholdings and hire policies (6)

5.3 Recent amendments/actions to review

- i) Batch 6 – to consider new Outdoor Events Policy
- ii) Batch 2 – To note addition of Dignity at Work policy (approved 14.3.2023)

6. Chairpersons' review- Issues

6.1 Order of Council agenda and process for dealing with large scale planning applications - review

7. Items for next Agenda

8. Closure of Consultation meeting

All policies are to be made available to Councillors via email/dropbox, unless paper copies are requested.

*Notes item 5.2

Each Councillor will be asked to review at least one batch of policies prior to the meeting.

Main policy issues only to be discussed (not phrasing or typo's/English etc.)

All policies are minuted as approved unless further amendments are needed/agreed at the meeting.



