



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 3rd September 2024 at 8.00pm in the Kier suite**. 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:-

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Dated 19-08-24

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 25th July 2023 for approval)
4. External consultation exercises and reports –
 - a) Cambridgeshire County Council- Active Travel Hierarchy consultation- to agree a response



- b) NPPF- Consultation on planning reform-Central Government-**receive a report**
- c) Action Plan 2025-6- items/update to discuss (consultation Village Show)
- d) C&PCA- Bus franchise consultation- invitation to chair- **to agree a response**

5. Internal policies and procedures review-

5.1 Inspect Deeds and Covenants list and Asset register (5.3)

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/note

- a) Manifest of Deeds - **new format** (batch 2)
- b) Data /information protection- **amendments and incorporation to one policy** (2)
- c) **Amendment-** Community Engagement Policy – replace “Twitter” with “X” and remove reference to publications committee. (3)
- d) **To note** Annual Investment Strategy- now a policy (5)
- e) **Agree to remove** the safeguarding vulnerable people policy (now extant) (5)
- f) **To note** Standard Conditions of hire-OMC- updated (Feb 2024) (6)
- g) **To note** Biodiversity and Climate Change policy has replaced the Green policy (October 2023) (6)
- h) Outdoor events policy (on pc land) – **Amendments and incorporation of policies to one** (6)

6. Chairpersons’ review- Issues

6.1 Order of Council agenda and any other issues



7. Items for next Agenda

8. Closure of Consultation meeting

All policies are to be made available to Councillors via email/drop box.

***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.