

PADDOCK WOOD TOWN COUNCIL
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MINUTES OF A MEETING OF THE GOVERNANCE COMMITTEE HELD ON
Monday 26th February 2024, at the Day Centre, Commercial at 7 pm

PRESENT: Cllr T. Mobbs, in the Chair
 Cllrs R Atkins, S. Hamilton,

IN ATTENDANCE: Mrs N Reay, Town Clerk
 Cllr R Moon, for Item GOV16 (a)

APOLOGIES: Cllrs D. Dray, C. Williams

GOV 14 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

GOV15 **MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 22nd January 2024 were APPROVED.

GOV16 **DOCUMENT REVIEW**

a)

Public Participation Policy –

Cllr Moon attended the meeting and raised concerns about the following points in the policy:

- Public should be able to question councillors at meetings.
- Public should be able to speak to the council about anything not just those issues on the agenda.
- Public should be able to complain about or criticise the council.

Cllr Moon left the meeting.

Members discussed the points raised

Cllr Mobbs proposed, Cllr Atkins seconded:

That on point 5 the phrase “during this period” should be added to the last sentence.

CARRIED unanimously

Cllr Mobbs proposed, Cllr Atkins seconded:

That on point 8 the phrase “on specific agenda items” should be removed.

CARRIED 2 in favour, 1 against

Signed Committee Chairman:

Date:

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- b) Social media – Cllr R Atkins agreed take the Draft Policy and review it further. It needs to be sub-divided into categories for Councillors and staff.
- c) Risk Management – it was felt that it was a good start on revising the document. The clerk was provided with examples of Risk Analysis from the Borough Council. The clerk advised that the Internal Auditor was visiting the council on the 28th February, and she would seek his advice.
- d) Memorandum of Understanding for the Paddock Wood and District Lion- There were two MoU for the group – one for the Carnival and one for Rockin’ in the Rec. It was agreed that they should remain as two separate documents. On both documents it was agreed that the days of the week should be changed to Saturday for the Rockin in the Rec MOU and Sunday for the Carnival MOU.

GOV17 NEW POLICY

Outside business activities

Members discussed the document which was only for staff outside activities. The Clerk expressed concern that ongoing voluntary activities were included in the document.

After a debate Cllr Atkins proposed, Cllr Mobbs seconded:

That to end the stalemate the document should be submitted to full council for discussion.

CARRIED 2 in favour, 1 abstention.

GOV18 DATE OF NEXT MEETING

The next meeting will take place on Monday 22nd April 2024

The meeting closed at 8.30 pm.

Signed Committee Chairman:

Date:

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