

# WOTTON-UNDER-EDGE TOWN COUNCIL



Minutes of the **SPECIAL PURPOSES COMMITTEE** held on **Friday 7<sup>th</sup> March 2014 at 9:30am** in the Committee Room at the Civic Centre. Present Cllr R Claydon (Chair), Cllr John Cordwell, Cllr June Cordwell, Cllr Chris Galbraith. In attendance Town Clerk Ms S Bailey

1. Apologies for Absence received from Cllrs J Cartigny & P Smith
2. Declarations of Interest. Councillors are invited to declare any interests arising from items on the agenda. He/she should declare the existence and nature of the interest at this point, or as soon as it becomes apparent. None declared.
3. To review and update the Emergency Plan. The document was distributed in advance and many suggestions made for its updating. Once updated to reflect changes, it will be sent to the Members of this Committee for comments before being presented to and agreed by the Council. It was commented that the previous agreed Emergency Plan was not sent in to Stroud District Council.
4. To consider the Remit of Committees. This new document aims to bring together in one document the various Committees and working groups of Council and make them more easily understandable for all. It was distributed in advance and some suggestions made for its improvement. Once updated it will be sent to the Members of this Committee for comments before being presented to and agreed by the Council.

*Cllr June Cordwell left the meeting at noon*
5. To review new NALC Model Standing Orders and consider how existing Standing Orders and Financial Regulations should be updated. Due to length of meeting so far it was agreed to postpone the Standing Orders review until the next meeting.

Meeting finished at 12;15

Signed .....

Date .....