

WOTTON-UNDER-EDGE TOWN COUNCIL



Minutes of the **SPECIAL PURPOSES COMMITTEE** held on **Friday 13th June 2014 at 9:30am** in the Committee Room at the Civic Centre. Present Cllr R Claydon (Chair), Cllr John Cordwell, Cllr June Cordwell. In attendance Town Clerk Ms S Bailey

1. Apologies for Absence received from Cllrs C Galbraith & 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. Approval of Minutes of Special Purposes Committee of 7th March 2014; it was proposed by Cllr June Cordwell and seconded by Cllr John Cordwell and agreed by all to approve these Minutes as presented
4. To review and update the Emergency Plan. The document was distributed in advance and incorporated suggestions from the previous meeting in March. Once updated to reflect further changes, it will be emailed to the Members of this Committee for final proofing before being presented to and agreed by the Council.
5. To consider the Remit of Committees. This new document, which brings together in one document the various Committees and working groups of Council and makes them more easily understandable for all, was distributed in advance and incorporated suggestions from the previous meeting in March. Once updated to reflect further changes, it will be emailed to the Members of this Committee for final proofing before being presented to and agreed by the Council.
6. To review new NALC Financial Regulations. The new model regulations were distributed in advance with notes on incorporating our previous rules into them. Once updated to reflect further changes, it will be emailed to the Members of this Committee for final proofing before being presented to and agreed by the Council.
7. To review new NALC Standing Orders The new model regulations were distributed in advance with notes on incorporating our previous rules into them. It was noted that the new model regulations are not logical in their order and previous ones were easier to understand. However, once updated to reflect further changes, it will be emailed to the Members of this Committee for final proofing before being presented to and agreed by the Council.

Meeting finished at 11;55am

Signed

Date