



Fishguard & Goodwick Town Council
Cyngor Tref Abergwaun ac Wdig
Town Hall, Fishguard, Pembrokeshire, SA65 9HE
Neuadd Y Dre, Abergwaun, Sir Benfro SA65 9HE

Clerk/Clerc: Catherine Bannister
Tel: 01348 874406
email: clerk@fishguardgoodwick-tc.gov.uk

Minutes of the Meeting of the Fishguard and Goodwick
Town Council **Governance Committee** held virtually, via StarLeaf,
on Tuesday 27th April 2021 at 6:00pm
Cllr. Thickitt was in the Chair.

Cath. Bannister
Town Clerk/Responsible Financial Officer

Cath Bannister

GOVERNANCE MINUTES:

29/21 APOLOGIES: CLLR. THICKITT

To formally record apologies for absence and to record the attendance of Town Councillors.

Apologies were received from Cllr. Ryan.

Those Cllrs. present were Cllr's. Stokes, Thickitt and McCarney

30/21 DECLARATIONS OF INTEREST: CLLR. THICKITT

To formally record any personal or pecuniary interests that a Town Councillor may have in any of the agenda items listed.

There were no declarations of interest made

31/21 MINUTES OF THE LAST MEETING: CLLR. THICKITT

To approve the minutes of the previous meeting, held on 1.4.21, as a true and accurate record of the meeting.

The minutes from the meeting on 4.1.21 were taken as read as no two Cllrs. stated that they had previously read them.

32/21 CLERKS UPDATE AND REVIEW: CLLR. THICKITT

At the meeting.

No current updates from the Clerk

33/21 STANDING ORDER REVISIONS: CLLR. THICKITT

Are Standing orders ready to be taken to full council for adoption in May? Circulated separately.

Please discuss

The draft was discussed again and slight adjustments agreed. The Clerk will bring the agreed changes to the next meeting at the end of May.

34/21 VIRTUAL MEETINGS POLICY: CLLR. THICKITT

Cllr. Thickitt had previously circulated three examples of policies for virtual meetings.

The examples circulated were discussed. The Clerk will prepare a sample policy to be brought to the next meeting for Cllrs. to review and possibly amend accordingly.

35/21 PUBLICATION SCHEME: CLLR. THICKITT

The Town Council is required in law, to have a publication scheme in place. Circulated separately.
Please discuss.

The example circulated was discussed. The Clerk will prepare a sample policy to be brought to the next meeting for Cllrs. to discuss and amend accordingly.

36/21 FUTURE DOCUMENTS FOR REVIEW: CLLR. THICKITT

Please discuss documents and policies to be written or reviewed going forwards.

This was discussed. The Clerk will prepare a list of policies already written and those needing to be written and bring to the next meeting.

37/21 DATE OF FUTURE MEETINGS: CLLR. THICKITT

In the light of COVID-19, all meetings will be held on the fourth Tuesday of each month. The start time for all meetings, will be at the discretion of the Chair.

25th May 2021

29th June 2021

27th July 2021

38/21 URGENT MATTERS: CLLR. THICKITT

Any matters that have come to the attention of the Town Council after the Agenda has been circulated, can be discussed here.

The Chair and the Clerk will need to be advised before the start of the meeting.

Please be advised that no resolution can be reached on non-agenda items but they can be discussed and referred to the relevant committee Agenda for further discussion, where a resolution can be passed.

There being no further business to discuss, the meeting was closed at 6:31pm