



Fishguard & Goodwick Town Council  
Town Hall  
Market Square, Fishguard SA65 9HE  
Clerk: Ms Rachel Thomson  
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Dear Council Member,

The **Minutes** of the Governance Committee meeting of the Fishguard & Goodwick Town Council at 7pm on Tuesday 18<sup>th</sup> July

2023.

The meeting was multilocational.

Cllr. McCarney was in the Chair

Clerk: ...*Rachel Thomson*  
Rachel Thomson

### **Minutes**

#### **STANDING ORDERS WERE ADOPTED**

1. **Apologies.**

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

Present: Cllrs McCarney, Shaw, Morgan, Murphy and Hughes.

2. **Declarations of interest.**

An opportunity for Councillors to declare a personal or pecuniary interest in any of the items listed below.

None received.

3. **Minutes of the previous meeting**

To approve the minutes of the previous meeting, held on 20.06.23 as a true and accurate record of the meeting.

It was agreed to accept the minutes as a true and accurate record. Proposed by Cllr Shaw, seconded Cllr Murphy.

4. **Clerks report.**

On the evening: Nothing to report.

5. **Review of Grants Policy.**

To review policy regarding the re-introduction of an assessment form for grant applications, as requested at the full council meeting 04.07.23.

After discussion regarding the assessment of grant applications, and the note of one minor correction, it was agreed to recommend to the Full Council that the '*Version June FINAL 2023*' policy be adopted, and that the council would continue with the existing Grant Funding Review & Assessment form, as opposed to the alternative scoring Assessment form. Proposed Cllr Morgan, seconded Cllr Murphy.

Unanimous.

6. **Financial Regulations:**

To review updated Financial Regulations prior to consideration by the Full Town Council.

Members of the committee have reviewed the updated Financial Regulations, and it

was agreed to recommend to the Full Council that they be adopted. Proposed Cllr Morgan, seconded Cllr Murphy. Unanimous.

**7. Standing Orders:**

To review Draft updated Standing Orders prior to consideration by the Full Town Council.

Members of the committee have reviewed the Draft Standing Orders, and it was decided to recommend to the Full Council that they be adopted as a final version. Proposed Cllr Morgan, seconded Cllr Murphy, unanimous.

**8. Communication Guidance**

To decide way forward on guidance for communication coming into the council, and to consider any further action on the draft Communication Policy produced by Cllr Tyrrell.

After some discussion, it was agreed to proceed with written guidance for handling communication to the council, rather than a formal Communication Policy. It was noted it should include noting that decisions by the council cannot be made by email conversations, and that decisions would not be posted on Social Media. Clerk to action, in consultation with the Chair, this will then be sent to the Governance Committee for comment, and will be reviewed at the Governance meeting in September, prior to going to Full Council.

Date of next meeting: Tuesday 19<sup>th</sup> September 7pm

Meeting Closed: 7.41pm

Meeting Ref: G/23/07

Signed: .....

Date: .....

Position: .....