

MINUTES OF THE MANAGEMENT AND ESTABLISHMENT COMMITTEE MEETING
HELD AT 8.00PM ON MONDAY 9th JANUARY 2017 AT THE CIVIC HALL, POYNTON.

PRESENT

Chairman: Cllr Mrs N Wylie

Cllrs: L A Clarke

Also attending under SO 54: Cllr Mrs J Sewart (for Cllr J Saunders)

18. Apologies for absence

Cllrs C Gorst, I Hollingworth, H Murray and J Saunders.

19. Declarations of disclosable pecuniary or other interests

None.

20. Approve as an accurate record the minutes of the meeting held on 28th November 2016

RESOLVED: That the minutes of the meeting held on 28th November 2016 are approved as an accurate record (NC)

21. To consider the proposed amendments to the Town Council's Standing Orders

Cllr J Sewart explained that the working group had reviewed the Standing Orders document to remove duplication, improved some grammar and will ensure they are easier to navigate by adding page numbers and hyperlinks from the index page once the document is finalised. Cllr J Sewart drew attention to the changes highlighted in the draft copy circulated. The group raised two specific points:

1. In the current Standing Orders it says that the Chair should ask a question at the start of the meeting to establish if the meeting is being recorded and this needs to be implemented by being added to agendas
2. A reminder to all Chairs that there is a five minute maximum speaking time per agenda item, or other item, in total between the speakers.

RESOLVED: That the amendments are approved and the revised Town Council Standing Orders be on the agenda for discussion at the Council meeting on 9th January 2017 (NC)

22. Communication Messages

RESOLVED: That the Standing Orders be added to the web-site once approved by the full Town Council (NC)

Part B

This section of the meeting minutes have been removed from the public record – Town Council Standing Order 71(b)(i) refers – information relating to employees of the Town Council

Meeting End Time: 7.50pm