

WEST DEAN PARISH COUNCIL

MINUTES OF A MEETING OF THE GOVERNANCE & SCRUTINY COMMITTEE HELD AT 11:00am on Tuesday 17th January 2023

PRESENT: COUNCILLORS S Francis (Chair), J Richmond, S Dunford, B Evans, J Dale, A Bruce & S Yeates

The Clerk was in attendance.

- 1 **Apologies**
P Dunford & A Grant

- 2 **Declarations of Interest**
None received

3. **Minutes of last Meeting.**
The minutes were agreed as an accurate record of the meeting.

4. **Review of Council Procedures and Documents**

The policies reviewed included:

- Standing Orders = Agreed by meeting to go to Council for approval– there was also some discussion about the need for all members to read the policies and how this could be achieved. The clerk added that following the elections in May, when we may have new councillors a training session for all Councillors would be arranged for this specific purpose.
- Procurement Policy = Agreed by meeting with the addition of the need to consider the Climate & Biodiversity Emergencies in the policy (amended and circulated) to go to Council for approval.
- Safeguarding Policy = Agreed by meeting to go to Council for approval.
- Whistleblowing Policy = Agreed by meeting to go to Council for approval.

The code of conduct amendments was further discussed, and some additional wording was included. There was also some discussion about the need for an independent external agency/person to be available if issues remain unresolved to work with the parties and Proper Officer– but this would need further debate at Council in June/July, this ensures compliance with the 6-month rule for Council agenda items to be further debated following a vote and approval by Council on the item.

ACTION - Clerk to check with the Monitoring Officer about the timescale for compliance with any recommendations made within the A Code of Conduct complaint report.

6. **Next Meeting**

The next meeting will be held on Tuesday 21st March 2023 at 11.00am at the West Dean Centre.