MINUTES OF A MEETING OF THE STEERINGS COMMITTEE OF WATER ORTON PARISH COUNCIL

Held at the Pavilion, Openfield Croft, at 6:30pm on Thursday 16th March 2023

Attendees: Cllr Ralph Coldrick. Ctte Member Feli Freeman. Cllr Steve Stuart (Chair).

Minutes: Cllr Steve Stuart

Other Attendees: None.

Apologies: Cllr Chris Chown. Cllr Russell Lowe.

S23/13 . **Public participation**: No members of the public present.

S23/14. Apologies: As listed above.

S23/15. Declarations of Interest and dispensations: None extra.

S23/16. Minutes:

a) To approve the minutes of the Steerings Committee meeting held on 19th January 2023 **(Appendix 1)**

Motion: To accept the minutes of the meeting of 19th January 2023 as a true and accurate record.

Proposed: Cllr Coldrick. Seconded: Ctte Member Freeman. RESOLVED.

b) To approve the minutes of the Steerings Committee meeting held on 9th February 2023 (inquorate) **(Appendix 1b) –** Item Deferred

S23/17. Code of Conduct: To consider recommendation of updated model Code of Conduct (**Appendix 2**)

Motion: To propose that the code of conduct be recommended to full council with the following amendments:

- An introduction
- Suitable Footnote

Proposed: Ctte Member Freeman. Seconded: Cllr Coldrick. RESOLVED.

S23/18. New Policy Recommendations: To consider recommendations for policy amendments to full council

a) Model Publication Scheme **(Appendix 3)**

Motion: To propose that the policy be recommended to full council for adoption with the following amendments:

- **Suitable and appropriate footnotes.**

Proposed: Ctte Member Freeman. Seconded: Cllr Coldrick. RESOLVED.

b) Other – None at this time.

DRAFT

S23/19. Future Activity: To consider actions and prioritisation of future activities for the steerings committee (**Appendix 4**)
It was noted that the initial convening of the committee had been delayed by absence of a full council meeting in November and the subsequent failure to call a EGM in line with procedures. This has had the predicted impact on the work of the committee.

The Steerings Committee suggested it would deal with any direct matters allocated to it by full council otherwise would restrict its activities to drawing up a schedule of review for the new membership after the elections.

Consideration was also given to whether the Steering Committee was the right structure or whether it should be a working group with greater flexibility. It was felt that it was important at its investiture that the committee had equal status to other council bodies to illustrate the importance of governance. Consideration should be given alongside other structures following the elections in May.

S23/20. Stakeholder Engagement: To further consider scope and content of Parish Survey**.**

It was decided to defer this matter until after the elections in May.

S23/21. Date and Time of Next Meeting.

The meeting is scheduled for 13th April 2023 at 6.30. It was however noted that this may be cancelled or deferred dependent on activity to be undertaken.

DRAFT