

Agenda reporting sheet

Insert the date of meeting here: Thursday 31 October 2024
(Appendix 24)

<p>Agenda Item:</p> <p>Insert wording to appear on the agenda. The recommendation the motion/resolution that you are seeking i.e., “to resolve to...” “To note that ...”</p>	<p>Link Personnel:</p> <p>Resolution:</p> <ol style="list-style-type: none"> 1. That the council accepts the attached guidelines for those acting as representatives on outside bodies or acting as link councillors 2. That the council tasks the governance working party to review these guidelines at its next meeting.
<p>Background Information:</p> <p>Insert as much information as possible so that councillors have the detail, they need to make an informed decision e.g., cost, time, long term/short term project, where, how, when why??</p>	<p>The Parish Council has membership of a number of outside organisations and also has link personnel to various outside groups. These positions are normally appointed to at the Annual Meeting of the Parish Council in May. There is presently no guidance relating to such positions or set expectations as to the reporting back to full council.</p>
<p>Background Documents:</p> <p>Insert names of documents to be sent out with the meeting papers.</p>	<p>Proposed Guidelines.</p>

Implications to be completed:		
Staffing Implications		
Council objectives:		
Equalities & Human Rights		
Crime and Disorder		
Biodiversity		
Financial	There are no financial implications at this stage	
	There will be financial implications	
	There is provision within the budget	
	Decisions may give rise to additional expenditure	
	Decisions may have potential for income generation	
Legal	Power under which the spend can be actioned	
	GDPR - Data Privacy Impact Assessment	
	Other considerations:	
Risk Management		

PLEASE NOTE

Agenda item requests: these must be received by the Parish Clerk at least 6 working days before the meeting at which you would like your item to be considered.