

DRAYTON PARISH COUNCIL

GOVERNANCE COMMITTEE MEETING

Minutes of a meeting held on Thursday 27 October 2022 at 7.00pm at the King George V Pavilion, Drayton High Road, Drayton.

Members: Cllrs G Everett (Chairman), J Anderson, A Crotch & A Taylor

Locum Parish Clerk: Anne Barnes

MINUTES

- 1. Apologies and consideration of acceptance for absence**
Apologies were received and accepted from Cllr Quinsey (work commitments).
- 2. Members' declarations of interest and requests for dispensations**
None.
- 3. To receive and approve the minutes of the committee meeting held on Thursday 23 June 2022**
The Minutes of the meeting held on 23 June 2022 were agreed and signed by the Chairman.

It was noted that items 5.2-5.5 and 6.7 from the meeting held on 23 June 2022 were still outstanding due to the change in personnel. These will be dealt with as a matter of urgency.
- 4. To receive questions and comments from the members of the Public on matters on the agenda**
No members of the public were present.
- 5. To consider the change to gov.uk domain name**
The committee **AGREED** to purchase the domain name 'draytonparishcouncil.gov.uk' and to migrate to this domain name.
- 6. To consider whether trees should be the responsibility of Open Spaces Committee or Environment & Highways Committee**
It was **AGREED** that the responsibility for trees should be the Environment & Highways Committee.

Cllr Everett reported an overhanging tree and damaged bus stop sign in School Rd. Cllr Crotch reported overhanging trees at Longdale.

7. To consider having a Disaster Recovery Plan – Financial Risk Assessment

The committee reviewed the Financial Risk Assessment to include recovery in the event of a major disaster. Defer to next meeting.

8. To continue the review of governance documentation to include:

8.1 Grants Policy

The committee amended the draft. Defer to next meeting.

8.2 Data Protection Policy

The committee amended the draft. Defer to next meeting.

8.3 Pension Policy

The committee **AGREED** the Pension Policy.

It was **AGREED** that policies would not be uploaded to the website until agreed by the Council.

9. To consider items for inclusion in next agenda.

9.1 Terms of Reference - Governance Committee

9.2 Standardise the agenda to ensure the most important matters are brought forward on the agenda to allow for adequate discussion time

9.3 Budget 2023/24

10. Date of Next Meeting: 15th December 2022

The meeting closed at 8.32pm.

Chairman:

Date: