

Melbourn Parish Council

Meeting Minutes

January 12, 2017

2.00

Type of Meeting: Code of Conduct Working Party

Meeting Facilitator: Diana Barker

Present: Julie Norman, Steve Kilmurray, Howard Gascoyne, Diana Barker

Apologies for Absence: Sally Ann Hart

Open Issues:

Feedback on Previous COC Work:

Cllr Norman gave feedback on CAPALC's reaction to the Working Parties previous report. It was thought that pensions should be included under pecuniary interests, that financial loss as well as gain should be included, and that interests should be declared and held by the monitoring office. It would be advisable to declare monetary interests at meetings.

New Business:

a) The Purpose, Importance, and Relevance of Standing Orders:

Cllr Kilmurray stated that it is a Statutory Requirement to have Standing Orders. Cllr Norman indicated that the purpose of Standing Orders are clearly laid out on pp174-175 of "Local Councils Explained" (A NALC Publication).

Review of Main Points of NALC Guidelines:

These are clearly set out on pp.176 which Cllr Norman agreed to scan into the final report.

b) Comparison of MPC Standing Orders With NALC Guidelines:

Cllr Norman commented that the current MPC SOs are totally unintelligible; she read out a section to underline this fact. Current MPC's come from a time before all matters to be covered by the Council had policies. The Clerk should know all of the

SOs, the problem however was in that in past there had been a lack of reference to them.

c) Making a Start on Revision of MPC Standing Orders:

- i) Rules of Debate At Meetings: Having decided to follow the NALC Guidelines on these (pp177-179), it was then discovered that these bore no relation at all with what happens now in MPC meetings. Diana suggested to Cllr Norman that she draw up a simple list of what currently happens so that these can be considered at the next meeting. Cllr Norman agreed to this.
- ii) Disorderly Conduct At Meetings: It was decided to follow NALC Guidelines (pp.179)
- iii) Meetings Generally: It was decided to add Working Parties as appropriate. On point C it was agreed to remove the OR clause. For point F, the time will be 15 minutes, and, for point G, 3 minutes. For point I, there will be no requirement to stand. For point L, the wording will be replaced by those used in the S.Cambs SO. For point R, all votes are to be recorded

VI. Adjournment: 3.30. Next Meeting 26th January.