

Melbourn Parish Council

Meeting Minutes

February 9 2017

2.00

Type of Meeting: Code of Conduct Working Party

Meeting Facilitator: Diana Barker

Invitees: Julie Norman, Sally Ann Hart, Steve Kilmurray, Howard Gascoyne

I. Call to order

II. Roll call: Apologies were received from Cllr. Hart.

III. Approval of minutes from last meeting: These were unanimously approved

IV. Open issues

- a) Review of changes made to Standing Orders so far: All were happy with the changes made so far.

V. New business

- a) Standing Orders Continuation: No 15a: Assistant Clerk added. bi: postal summons deleted; ii sub-committee deleted; iii deleted; v put parishioners; xiv; Cllr Norman agreed to check with the clerk whether a record book exists; xv: A tentative paragraph was written which Cllr Norman agreed to check with the Clerk; vii: Cllr Norman agreed to check whether the Council has a seal.No17: all Welsh parts to be cut; income and expenditure to replace receipts and payments; e: there was some confusion as to the timings here, it was decided to add at the end 'after external audit'; 18av: the value in brackets probably to be £5000; b: delete regularly, the value in brackets to be decided;19: it was felt very important that all tenders should appear in the local press; v: tenders should be opened in the presence of the Clerk and at least 3 Councillors, at an appropriate Committee Meeting, at least one week before consideration in public by all Councillors; 19: It was agreed to leave this section to Cllr Hart as she is on the HR Committee; 20: delete b; 22: Cllr Norman agreed to ask the Clerk about this; 23a: take out unitary and Welsh reference; 25b: bracket number to be 2.

b) Date of Next Meeting: 23rd February.

VI. Adjournment