

## WOODBIDGE TOWN COUNCIL

Minutes of a meeting of the **STANDING ORDERS SUB-COMMITTEE** held in the Shire Hall, Market Hill, Woodbridge, on **TUESDAY 25 JUNE 2019 at 6pm.**

### Councillors:

Present: Gillard, Holdcroft, Jewers, O’Nolan, Wilks

Apologies: Bale

In Attendance: Town Clerk and no members of the public.

Action/  
Date

139. **MEMBERS AND OFFICERS WERE INVITED TO MAKE ANY DECLARATIONS OF DISCLOSABLE PECUNIARY OR LOCAL NON-PECUNIARY INTERESTS THAT THEY MAY HAVE IN RELATION TO ITEMS ON THE AGENDA AND WERE ALSO REMINDED TO MAKE ANY DECLARATIONS AT ANY STAGE DURING THE MEETING IF IT BECOMES APPARENT THAT THIS MAY BE REQUIRED WHEN A PARTICULAR ITEM OR ISSUE IS CONSIDERED, AND TO DEAL WITH DISPENSATIONS AS REQUESTED BY INDIVIDUAL COUNCILLORS IN LINE WITH S33 OF THE LOCALISM ACT 2011**

There were none.

140. **COUNCILLORS WITH A PECUNIARY INTEREST IN AN ITEM ON THIS AGENDA, WHO WISH TO REMAIN, SPEAK AND/OR VOTE DURING CONSIDERATION OF THAT ITEM, MAY APPLY FOR A DISPENSATION BY WRITING TO THE TOWN CLERK PRIOR TO THE MEETING. APPLICATIONS MAY ALSO BE CONSIDERED AT THE MEETING ITSELF SHOULD THE NATURE OF THE INTEREST BECOME APPARENT TO A COUNCILLOR AT THE TIME OF THE MEETING**

There were none.

141. **PUBLIC QUESTION TIME**

There were none.

142. **CONFIRMATION OF STANDING ORDER SUB-COMMITTEE MINUTES**

**IT WAS RESOLVED** that the minutes of the meetings held on Tuesday 28 May 2019 be confirmed and signed as a true copy.

143. **TO DISCUSS AND DEVELOP TERMS OF REFERENCE FOR THE STANDING ORDERS COMMITTEE**

Discussion centred around the draft Terms of Reference (TORs) provided by the Chairman of the Council, in particular Section 3 (Organisation of Woodbridge Town Council), Section 6 (Amenities Committee), and Section 8 (Highways and

Transport Committee) Section 9 (Standing Orders Sub Committee), Section 10 (Climate Emergency Committee) and Section 11 (Youth Forum).

A draft copy of TORs following these discussions was to be produced by the Clerk.

**It was resolved** to reinstate the old model of a Town Council Highways Meeting followed by a Joint Highways Meeting and review the situation after six months.

**It was resolved** to refer the question of whether the Shire Hall should come under the responsibility of the Amenities Committee or remain under the responsibility of Town Council to the next Town Council meeting.

144. **TO DISCUSS AND DEVELOP TERMS OF REFERENCE FOR THE CLIMATE EMERGENCY COMMITTEE**

These were discussed as part of the previous agenda item.

145. **TO REVIEW MODEL STANDING ORDERS 2019**

These were not reviewed.

146. **CHAIRMAN'S REPORT**

There was nothing to report.

147. **CLOSURE**

The meeting was closed; no dates of future meetings had been organised.

Councillor Sue Bale  
Chairman