



Kington Town Council

Web Site: www.kingtontowncouncil.gov.uk

Email: clerk@kingtontowncouncil.gov.uk

Minutes of the Scrutiny Committee Meeting

held on 17th June 2024

at The Old Police Station, Market Hall Street, Kington

Present

Cllr. P. Sell - Chair
Cllr. B. Bishop
Cllr. M. Fitton
Cllr. E. Rolls
Cllr. R. Widdowson

In attendance

Liz Kelso - Clerk
Ruth Robinson – Assistant Clerk

Min Ref.	Agenda item	
SC-001-24	1	To Elect a Chair of the Committee It was unanimously agreed that Cllr. P. Sell be elected Chair of the Committee for the current year to hold office until the meeting following the Annual Town Council meeting in May 2025.
SC-002-24	2	Apologies, Declarations of Interest and Requests for Dispensation Apologies were noted from Cllrs R Banks & M. Woolford. There were no declarations of interest and no requests for dispensation.
SC-003-24	3	To Elect a Vice Chair of the Committee It was agreed that Cllr. B. Bishop be elected Vice Chair of the Committee for the current year to hold office until the meeting following the Annual Town Council meeting in May 2025.
SC-004-24	4	Minutes of the meeting held on 23rd October 2023 The Minutes of the meeting held on 10 th July 2023, which had been previously circulated, were accepted and the Chair authorised to sign the Minutes as a true record of proceedings at that meeting.
SC-005-23	5	Terms of Reference Terms of reference for the committee were agreed, subject to an amendment to reflect the current number of councillors forming the committee.
SC-006-24	6	Review of policies and procedures

It was agreed that a list of current policies and procedures, indicating where responsibility for review was appropriate and identifying any policies which currently require review would be presented to the next meeting of the committee for consideration.

- SC-007-24** **7** **New Committee Structure**
Following the introduction of the new committee structure in January, it was agreed that a review of the effectiveness of the new structure would take place later in the year such review to include factors such as attendance, workload and impact on decision making for the council. An informal meeting of committee chairs would be convened to inform this process.
- SC-008-24** **8** **Decision making processes**
The Clerk highlighted difficulties sometimes with delays in decision making and issues with aligning action on the part of the council within the procedures required under standing orders and financial regulations. After due consideration, it was agreed to recommend to Full Council that an informal training/awayday be convened for members at which decision making processes can be discussed together with priorities for future action. A provisional date of Saturday 19th October was suggested for a half day at an external venue to include refreshments.
- It was further agreed that in the meantime, a recommendation be made to full council that the paper presented to this committee be circulated to all members to highlight procedures for ensuring decisions on projects can be expedited.
- SC-009-24** **9** **Items for the next agenda**
Other than noted above, there were no other items raised for the next meeting.
- SC-010-24** **10** **Next Meeting**
The next meeting will take place on Monday 14th October 2024 in the Old Police Station, Market Hall Street, at 6.00pm.

Chair

Date: _____