

MINUTES

OF THE STANDING ORDERS COMMITTEE

HELD ON THE 1ST AUGUST 2011

Present: Councillors R Belcourt, Mrs R Griffiths and J Schoner

Also Present: The Town Clerk

1 APPOINTMENT OF CHAIRMAN

It was

PROPOSED BY: Councillor Mrs R Griffiths
SECONDED BY: Councillor R Belcourt and

AGREED – That Councillor J A Schoner be appointed as Chairman of the Standing Orders Committee for the remainder of the Civic Year.

Councillor J A Schoner in the Chair.

2 APOLOGIES FOR ABSENCE

Councillor M Dearden – on holiday.

3 DECLARATIONS OF INTEREST

There were none declared.

4 ADJOURNMENT OF MEETING

There was no adjournment.

MINUTES OF THE STANDING ORDERS COMMITTEE MEETING HELD ON THE 23RD SEPTEMBER 2010

It was

PROPOSED BY: Councillor R Griffiths
SECONDED BY: Councillor R Belcourt and

AGREED – That the Minutes of the Standing Orders Committee Meeting held on the 23rd September 2010 be approved as a correct record of the meeting.

5 REVIEW OF THE TOWN COUNCIL'S FINANCIAL REGULATIONS

Members reviewed the previously circulated Financial Regulations in accordance with good practice. The suggested amendments to the document had been identified in bold.

It was

PROPOSED BY: Councillor Mrs R Griffiths
SECONDED BY: Councillor R Belcourt and

AGREED – That the amendments, as identified in bold, be approved.

5 **EQUALITY INFORMATION – TOWN CLERK’S REPORT 02/11 REFERS**

Members considered the previously circulated document in respect of Hythe Town Council’s obligations which had been identified under the provisions of the Equality Act 2010 and the accompanying Town Clerk’s Report.

It was

PROPOSED BY: Councillor J Schoner
SECONDED BY: Councillor Mrs R Griffiths and

AGREED – That the Town Clerk’s report 02/11 be accepted and the recommendations contained therein be approved as follows:

- 1 The Equality Information document be approved, together with any requisite changes to Council documentation.
- 2 The Standing Orders Committee evaluates the Town Council’s Equality Objectives prior to April 2012.

Meeting closed at 10.35 a.m.