

**Main points arising: Recording/reporting of Council meetings: Staffing update.**

MINUTES OF THE MANAGEMENT AND ESTABLISHMENT COMMITTEE MEETING HELD AT 8.00PM ON TUESDAY 28<sup>TH</sup> OCTOBER 2014 IN THE COUNCIL CHAMBER, CIVIC HALL, POYNTON.

PRESENT

Chairman: Cllr P Hoyland

Cllrs. L A Clarke and A Smith

Attending under SO 54: Cllr M Beanland (substituting for Cllr J Mrs Saunders) and Cllr G King (substituting for Cllr G Smith)

Attending under SO 56: Cllr Mrs S Horsman

**PART A**

1. Apologies for absence

Cllrs. C Gorst, Mrs J Saunders and G Smith

2. Declarations of Disclosable Pecuniary or Other Interests

Cllr Beanland declared an interest in Part B – staffing update, on the basis that his wife is a Town Council employee. He left the meeting for this item.

3. Previous meeting minutes

**RESOLVED: That the minutes of the Management and Establishment Committee meeting held on 23<sup>rd</sup> September 2014 are approved as an accurate record, and signed by the Chairman (3 - 2 abs)**

4. Recording/Reporting of Council Meetings

The Clerk had provided Members with a written update on the recording/reporting of Council meetings. This was in relation to a multi-part resolution at the last M&E Committee meeting when the new legislation on the recording of meetings was discussed. Part of the resolution was to suggest some amendments to the Standing Orders, which was referred to the Standing Orders Working Group. The Clerk has also checked with NALC and ChALC on model wording for Standing Orders to deal with the implications of

the new legislation. There is no such wording as yet, but the Clerk reported that he had taken wording from a NALC circular on the changes, and suggested this to the Standing Orders Working Group which met yesterday. The Clerk also handed out copies of the revised wording to Members. This meeting then needs to decide whether to recommend the wording of this and other suggested changes to the Standing Orders to the Town Council, where it will be debated.

Cllr A Smith suggested that the word, "Member" is also inserted. Cllr Hoyland suggested that there is a recommendation to Chairmen to ask if anyone is recording proceedings and to inform those present as a courtesy. Although not mandatory this could be inserted into each agenda as a standing item. This demonstrates sensible, reasonable behaviour in the same way as organisations inform the public beforehand if their conversation is being recorded. The Clerk added that this allows members of the public to be made aware too. Cllr West suggested that a sign is displayed to inform those attending a meeting that it may be recorded. Cllr A Smith thought that members of the public might feel impeded by any recording, and in his view this acted against encouraging openness of meetings. Following further discussion members agreed that rapid advances in technology and social media made this a difficult area to monitor.

Cllr Hoyland proposed that the revised wording proposed by the Standing Orders Working Group is adopted, with an amendment to the last sentence (wording in brackets, to include a standing agenda item recommending that the Mayor/Chairmen ask that any recording of the meeting is disclosed). Also that there is an amendment to insert the word "Members" in the penultimate paragraph.

**RESOLVED: That the revised wording proposed by the Standing Orders Working Group is adopted, with the proposed amendment to the last sentence, and an amendment to insert the word "Members" in the penultimate paragraph; and that a recommendation is made to the Mayor and Chairmen to ask prior to the start of Council meetings if anyone is recording them (NC)**

**RESOLVED: That the meeting move to Part B of the agenda in accordance with Town Council Standing Order 71(b)(i) (4 – 1abs)**

## **PART B**

**This section the meeting minutes has been removed from the public record – Town Council Standing Order 71(b)(i) refers – information relating to employees of the Town Council**

The meeting concluded at 8.25pm