



**Minutes of the Meeting of the Governance Committee held on
24th June 2024 at 7pm**

Present: Cllrs Turner, Sharkey, Wyatt-Millingham, Shaw, (from 8pm) Dixon

In attendance: Clerk

1. Chair's opening remarks

Cllr Turner welcomed everyone to the first meeting of Governance of the new Council year. He notified Cllrs that Cllr Dixon would arrive late and he would defer items involving her until she arrived.

2. Approve reasons for absence.

GOV2425/01 Resolved: Cllr Foster's reason for absence was approved unanimously

3. Disclosures of interest

None

4. Minutes of the Extraordinary Governance Committee meeting held on 11th January 2024.

GOV2425/02 Resolved that the minutes of the meeting of the Governance Committee meeting held on 8th April 2024 were approved.

Staffing Sub Committee

GOV2425/03 Resolved: Cllr Foster and Cllr Shaw were unanimously appointed to join the Staffing Committee.

GOV2425/04 Resolved: the minutes of the last meeting of the Staffing Sub Committee held on 5th February 2024 were approved.

GOV2425/05 Resolved: The Staffing Sub Committee terms of reference were approved.

5. Clerk's Report

The Clerk presented the Contact Log and the summary report. This Log showed what sorts of public enquiries were received in the Council office and how they were dealt with.

Document date: 13th September 2023

Meeting date: 11th September 2023 Page 1 of 4

Signed.....

Date..... 2.9.24.....

The Work Programme for Governance was discussed.

An update was given on the Visit Baildon website relaunch which had been very successful and a new leaflet had been printed – samples were circulated.

6. Public participation

None

7. Important information from Councillors and Staff.

CLLr Sharkey gave an update on Jenny Lane – the re-opening was imminent and ideally should be before Baildon Carnival. and it would be good to have an event to mark the re-opening.

8. Finance

GOV2425/06 Resolved the following were all considered and noted by CLLrs:

- The Budget monitor 24/25 for quarter one.
- Schedule of payments April to date 2024
- Credit card payments April to date 2024
- Bank statement 18-06-2024
- Bank reconciliations April, May 2024
- Breakdown of Section 137 expenditure.

9. Neighbourhood Development Plan – revised Terms of Reference for the NDP Working Group and budget for NDP.

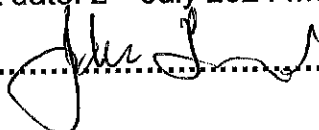
Deferred until CLLr Dixon arrived

10. Report of the Clerk on renewing the contract for Human Resources and Health and Safety advice and support.

The Report was discussed and relative costs assessed. Although the current provider was not based locally they represented good value for money and had given a good standard of support over the last few years. CLLr Shaw felt that small local companies could be invaluable. CLLr Sharkey stressed the importance of having local government experience.

GOV2425/07 Resolved: to reappoint the current advisor for one year and conduct more research on sourcing local providers.

11. Local Council Award Scheme Update



2.9.24