



# STANDING ORDERS

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TOWN COUNCIL MEETING

REPORT 25/21

8 MARCH 2021

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The purpose of this Report is to ask Members to adopt a revised version of the Town Council's Standing Orders.

## No. DETAILS

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### 1) BACKGROUND

- a) The Town Council adopted a revised edition of its Standing Orders at its meeting of 12 October 2020.
- b) However, a number of internal contradictions in them prompted me to ask Councillor Ian Bond to examine them in detail based on his considerable previous experience in this area and his offer to assist.
- c) A copy of the fifth version that he has worked through with me has been previously circulated to Members for their consideration and comment and is available [here](#).
- d) It is important to note that the revision has not changed any existing rules or procedures (although in a few cases we have aligned the rules with current practice - such as the agenda for annual meetings) but, rather, to move toward plainer English (recognising that as a legal document it is never going to be bedtime reading!) and more user-friendly presentation, use gender neutral terminology throughout, include new provisions for virtual meetings, simplify by removing much of the repetition, and resolve some of the ambiguity arising from the NALC model draft. In doing so we have reduced its length by about a thousand words.

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### 2) RECOMMENDATION

Members are recommended to adopt the circulated version of the Town Council's Standing Orders.

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