



STANDING ORDERS

TOWN COUNCIL MEETING

REPORT 15/25

8 APRIL 2025

The purpose of this Report is to ask Members to approve the amendment of Standing Order 6) a) (ii).

NO. DETAIL

1) BACKGROUND

a) Under 6) a) (ii) of the Standing Orders, the Council will "appoint and determine the terms of office of their members, and of any substitute members (whose role is to substitute for ordinary members who have confirmed to the Proper Officer at least three days before a meeting that they cannot attend)."

b) Each committee has five members with a quorum of three.

c) The committees under the current structure are as follows:

Buildings Maintenance Committee

Business and Community Committee

Environment and Transport Committee

Planning Committee

Policy and Resources Committee

2) PROPOSAL

It is proposed that Standing Order 6) a) (ii) is amended to allow members to confirm to the Proper Officer they cannot attend a meeting with the relevant substitute appointed by the Chair at the start of a meeting. A copy of the relevant section of the Standing Orders with the proposed amendment is appended to this report.

3) RECOMMENDATION

Members are recommended to:

Approve the amended wording of Standing Order 6) a) (ii)
