



SOUTHMINSTER PARISH COUNCIL

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Performance, Governance and Audit Committee Meeting

to be held at Parish Office, Queenborough Road, Southminster.
on Wednesday 24th July 2024 @ 9am.

MINUTES

Councillors Present:

Cllr Cleary, Cllr Fluker and Cllr Harrold.

24/64 Apologies: Cllr Pratt.

24/65 To agree the Minutes from the meeting held on 12th March 2024
Proposed by Cllr Fluker, seconded by Cllr Harrold.

24/66 Matters arising not covered by the following agenda items.
There were none.

24/67 To receive and note any declarations of interest:
To disclose the existence and any nature of Disclosable Pecuniary Interests. Other Registrable Interests and Non-Registrable Interests relating to items of business on the agenda having regard to paragraph 9 and Appendix B of the Code of Conduct for Members.
There were none.

24/68 To review Co-Option Policy.
It was agreed by all that the Co-option policy was fit for purpose.

24/69 To discuss and review adoption of new Financial Regulations
It was agreed the Clerk will amend the NALC model contract in relation to Southminster Parish Council own procedures.
Review of level of expenditure from £ 500 to £1000, £1500 in writing or any other amount to be reported to full council in an emergency.

24/70 To discuss and review adoption of CCTV policy
Members agreed that the policy should include:
Southminster Parish Council reserve the right to publish images, subject to safeguarding policies.
Additional CCTV signage is requested with anti-theft screws.
Clerk to report back to Performance, Governance and Audit Committee.

24/71 To discuss and review adoption of Sound Recording policy
Cllr Fluker suggested that the Clerk writes to Maldon District Council to inform Southminster Parish Council are developing a Sound Recording Policy and would they have one they could share.
Clerk to report back to Performance, Governance and Audit Committee.

Signed by Cllr Fluker 4th September 2024

24/72 Proposed items for the next agenda.
Public participation governance at Parish Council meetings.
Cllr Harrold suggested that the public participation session could start with planning matters.

24/73 Date of next meeting: 4th September 2024

24/74 Meeting Closure.
Meeting closed at 10.20am.

Signed by Cllr Fluker 4th September 2024