

**Minutes of the Meeting of St Davids City Council General Purposes Committee on Thursday 2<sup>nd</sup> May 2024 in the Council Chamber at 10.00am.**

**Present:** Cllr JT Jeremy (Chair), Cllr BS Sehmi, Cllr RJ Thornton, with S Mann (Clerk).

**9 Apologies for Absence:** None.

**10 Declarations of Interest:** Members were requested to declare both **pecuniary interests** (financial interests) and **non-pecuniary interests** (personal or prejudicial) that could influence their decision-making in relation to items on the agenda. This declaration ensures that other councillors and the public are aware of potential conflicts. None

**11 Public Representations from members of the public in attendance about any business to be discussed:** None.

**12 Matters Arising**

**12.1 Council Documents.** To conclude the review of the following documents ahead of their proposed adoption at the Annual Meeting of the Council on Monday, 13th May 2024:

**12.1.1 Committee Structure & Terms of Reference.** It was RESOLVED to endorse this for approval at the upcoming Annual Council Meeting on May 13th.

**12.1.2 Standing Orders.** Councils in membership of One Voice Wales have permission to edit and use the Model Standing Orders (Wales) publication for their governance purposes.

**12.1.2.1** The Committee to review the amendments agreed at its meeting 18th April.

*See below*

**12.1.2.2** The Committee to review the additional advice received from SLCC as requested at the meeting 18th April & subsequent procedural options (Apologies for Absence) for inclusion and implementation. *See below*

Members agreed on definitive amendments to the document. In light of the guidance received from the SLCC, it was RESOLVED to proceed with the inclusion of an SDCC procedure for Attendance at Meetings and Apologies for Absence at Meetings. This will be integrated into the final document, which is set for approval and adoption as the new Standing Orders of the City Council at its Annual Meeting on May 13th. In addition, it was further RESOLVED to reflect the procedure by documenting apologies for absence in

future meeting minutes, noting both received apologies and instances of absence without apologies.

12.1.3 **St Davids City Council Training Plan.** It was RESOLVED to endorse this document for approval and implementation at the Annual Meeting on May 13th. In addition, it was RESOLVED that the Committee will review the mandatory and advisable modules pertinent to each Council Committee in a subsequent meeting.

There being no further business the meeting closed at 11.00am.

Signed .....

Date .....

Chair