

Minutes of the Meeting of St Davids City Council General Purposes Committee on Thursday 18th April 2024 in the Council Chamber at 10.00am.

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

- 1 Election of Chair:** Cllr JT Jeremy
- 2 Apologies for Absence:** None.
- 3 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
- 4 Public Representations from members of the public in attendance about any business to be discussed:** None.
- 5 Committee Structure & Terms of Reference.** To consider the key elements to be included (such as the committee's purpose, responsibilities, and structure etc) for consideration at the Annual Meeting of the Council being the established time for reviewing and agreeing existing committees and their Terms of Reference. *See below*
- 6 Standing Orders.** Review of Model 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. This review is supported with advice received from the SLCC following the first review of the Standing Orders with Cllr JT Jeremy in February 2024. The SLCC advice should serve as a guide for finalising the Standing Orders ahead of adoption by SDCC. *See below*
- 7 Training Plan.** Review of Draft Training Plan ahead of adoption by SDCC. *See below*
- 8 Disclosure of Barring Services (DBS) Policy.** Review of Draft Policy ahead of adoption by SDCC. The meeting acknowledged that the Clerk had sent this preliminary document to DBS Cymru for evaluation, but the response had not arrived by the meeting time. It was also acknowledged that the draft policy would require an assessment by the Monitoring Officer at Pembrokeshire County Council, following the usual process for managing complaints for Local Government entities.

The meeting reviewed all proposed changes to each of the documents and, in line with guidance from the SLCC, agreed on additional amendments. It was RESOLVED that the Clerk would complete the documents in readiness of the committee's subsequent meeting. The meeting RESOLVED to schedule the next meeting on Thursday, 9th May at 10.00am in the Council Chamber, and conclude the review of these documents ahead of their proposed adoption at the Annual Meeting of the Council on Monday, 13th May 2024.

There being no further business the meeting closed at 11.30am.

Signed

Date

Chair