

**Northam Town Council – Minutes of the Review Committee held in the Council Chamber, Windmill Lane, Wednesday 3rd January 2024 at 6.30pm**

**The following are Members of the Review Committee**

Cllrs Bach, Edwards, Hodson, Leather, Newman-McKie, Singh, Tait and the Mayor (ex-officio)

**In attendance**

Cllr Whittaker

Town Clerk, Mrs J Mills

Deputy Town Clerk Mr G Langton

**2401/618 Apologies**

Apologies were received from Cllr Singh

**2401/619 Chairman's announcements**

There were no announcements

**2401/620 Declarations of interest**

Members are reminded that all interests should be declared prior to the item being discussed.

**2401/621 To agree the agenda as published**

It was resolved to agree the agenda as published

Proposed: Cllr Leather, Seconded: Cllr Bach (all in favour)

**2401/622 To confirm and sign the minutes of the previous Review Committee Meeting held on 8<sup>th</sup> November 2023**

It was resolved to confirm and sign the minutes of the previous Review Committee Meeting held on 8<sup>th</sup> November 2023 as a correct record.

Proposed: Cllr Leather, Seconded: Cllr Newman McKie (majority in favour two abstentions not present at the meeting)

**2401/623 Public Participation**

*Members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda. Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 4 minutes. The period of time which is designated for public participation in accordance with standing orders shall not exceed 20 minutes.*

No members of the public were present.

**2401/624 To consider Action Points**

It was agreed to note the action points

**2401/625 To consider information on the Council Committee structure of neighbouring councils.**

The information provided that there is no one size fits all. Structure is dependent on the roles each council has to fulfil

**2401/626 To consider reconfiguration of the Council Committee structure moving forward from May 2024**

Matters for discussion were

- Proposals for restructuring committees were debated at length

It was **resolved** that this committee wholeheartedly supports that climate is integrated into the functions of every committee and becomes a major component of Full Council agendas, moving forward

Proposed: Cllr Hodson, seconded Cllr Newman McKie, (all in favour)

It was further **resolved** that the proposals are adopted in principle and the suggested amendments are circulated to committee for consideration.

The final draft to be submitted to Full Council

Proposed: Cllr Bach, seconded Cllr Hodson, (all in favour)

Members were asked to acknowledge receipt of the revised draft.

**Action point:** Draft to be amended according to suggestions received at the meeting, circulated to the committee members for consideration and a final draft to go to Full Council.

**2401/627 To consider the appointment of a consultant to review staffing**

It was **resolved** to appoint a consultant as used previously through Worknest.

**Action point :** arrange an appointment

**2401/628 To consider the date of the next meeting**

It was agreed to arrange the date for 7<sup>th</sup> February 2024

There being no further business the meeting closed at 8.05 pm

Signed.....Dated.....