



Minutes of the Policy & Procedures Committee meeting held on Tuesday 30th April 2024 at 2.00pm, in the Town Council Office, Lady Street, Dulverton.

Present: Chairman: Mr Nick Thwaites. Cllrs. Mrs Christine Dubery; Mrs Louise Parrish, Mr Alan Ottey and Mrs Margaret Rawle.

Apologies: None

Deferment of business for comment by the public. None

Declarations of Interest: None

Chairman's Comments & Meeting Management: None

Review of Standing Orders, Regulations & Controls:

a) Standing Orders:

RESOLVED: To recommend that the revised document as presented by Cllr. Nick Thwaites is adopted by full Council. Proposed by Mrs Dubery, seconded by Mrs Rawle and carried.

b) Financial Regulations:

RESOLVED: To recommend that the revised document as presented by Cllr. Mrs Dubery is adopted by full Council. Proposed by Mr Thwaites, seconded by Mrs Rawle and carried.

c) Code of Conduct:

Reviewed by Cllr. Mrs Rawle. Members agreed to recommend no change.

d) Statement of Internal Control:

RESOLVED: To recommend that the revised document as presented by the Clerk is adopted by full Council. Proposed by Mr Thwaites, seconded by Mrs Rawle and carried.

e) DTC Risk Assessment:

RESOLVED: To recommend that the revised document as agreed by members is adopted by full Council. Proposed by Mrs Dubery, seconded by Mr Thwaites and carried.

f) DTC Schedule of Assets

RESOLVED: To recommend that the revised document as agreed by members is adopted by full Council. Proposed by Mrs Dubery, seconded by Mrs Rawle and carried.

All documents will be circulated to members of the full Council for resolution at the next scheduled meeting,

Correspondence: None

Urgent matters to be considered with permission of the Chairman: None

Chairman.....