

# CODICOTE PARISH COUNCIL

Minutes of the **POLICY & RESOURCES COMMITTEE** held on  
Thursday 6<sup>th</sup> December 2018, at the Parish Council Offices,  
107a High Street, Codicote which commenced at 7:30pm

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**PRESENT:** Chairman, Cllr Helena Gregory with Councillors Bob Adams and  
Bryan Hillan

**IN ATTENDANCE:** Lorraine Ellis (Clerk)

1. **APOLOGIES FOR ABSENCE:**

None received.

2. **MINUTES OF THE MEETING HELD ON 6<sup>th</sup> NOVEMBER 2018:**

The minutes of the meeting were taken as read and duly noted.

3. **TO RECEIVE DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE  
COUNCIL'S CODE OF CONDUCT:**

None.

4. **MATTERS ARISING FROM THE MINUTES:**

**PR214 Review of Standing Orders:** The Chairman provided an overview as to why the original decision had been taken in November 2017 in relation to the recording and storage of Part 2 Confidential minutes and why it has now been overturned.

The change was endorsed and adopted by Full Council on 27<sup>th</sup> November 2018 and will be reviewed in October 2020.

5. **TO CONSIDER THE SETTING OF GUIDELINES FOR THE USE OF  
PR242 CONTRACTORS:**

The Chairman explained that this matter has arisen following the work recently undertaken by a contractor who has a family connection with a serving Councillor.

The Committee discussed the difficulty in discussing the quality of the work carried out by a contractor when a family member is present. However their attendance at meetings when agreeing specifications is at times vital and should continue.

Councillor Adams reported that he had asked a question at his recent new Councillor training course relating to the employment of contractors. He had been advised that in a village it can sometimes be difficult to find contractors who do not have a family connection with serving Parish Councillors. The Council can decide that they want them to leave the room especially when discussing who should be awarded the contract.

The Committee **agreed** that Standing Orders should be reviewed to ensure that they allow for Councillors to request that a Member withdraws from the meeting; they should also provide for the Member to be invited to remain. It was further **agreed** that the Clerk should produce a draft document on pecuniary interests,

direct or indirect for contractors and other situations that could possibly arise.  
The draft document is to be shared with the Committee prior to the next meeting.

**6.                    DATE OF NEXT MEETING:**  
**PR243              To be agreed.**

The Chairman thanked everyone for attending and closed the meeting at 8:24pm.

**Signed..... Chairman of P&R**

**Date..... 2019**