

FERRYHILL TOWN COUNCIL

Minutes of the meeting of the **CORPORATE GOVERNANCE COMMITTEE** held in the Council Chamber, Town Hall, Ferryhill on **TUESDAY, 25th March 2025 at 6pm.**

PRESENT: Councillor: P Atkinson (Chair)

Councillors: K Conroy, L Fellows, B Lamb, J Makepeace

Officials: L Owens, Town Clerk
G Fletcher, Internal Auditor

C.G 23.24-25 APOLOGIES FOR ABSENCE

Councillor D Farry was not in attendance at the meeting, however no apologies for absence were received.

C.G 24.24-25 DECLARATIONS OF INTEREST

There were no declarations of interest declared.

C.G 25.24-25 MEMBERS DISPENSATION

There were no members' dispensations in relation to any item of business on the agenda.

C.G 26.24-25 PUBLIC PARTICIPATION

There were no members of the public present

C.G 27.24-25 REPORT FROM INTERNAL AUDITOR

Members considered the progress of the audit work already completed during the period January 2025 - February 2025, including:

5.1 Main Accounting

RESOLVED

That this be received.

5.2 Members Initiative Fund

RESOLVED

That this be received

5.3 Budgetary Setting and Budgetary Control

RESOLVED

That this be received

5.4 Risk Management

Councillor J Makepeace queried the Mayoral chains and advised that some time ago the chains were valued, it appeared they were over insured and asked if anything had been done to rectify this. The Clerk assured members she would look into this.

Councillor Makepeace also questioned the work plan for the office regarding one member of staff working alone, the Clerk confirmed that there was always 3 members of staff in the office.

RESOLVED

That this be received and the Clerk look into the Mayor chains.

5.5 Corporate Governance Arrangements

Councillor K Conroy queried if the internal audit reports were only confidential until they had been approved, Mr Fletcher confirmed that this was the case.

RESOLVED

That this be received and Mr Fletcher was thanked for his work and reports.

C.G 28.24-25

POLICIES DUE FOR RENEWAL

1. Training and Development

Members considered a report which was previously circulated along with the proposed new Training policy and a copy of the current policy.

The Clerk advised Members that CDALC had changed the recommendations of the policy and would like Council's to adopt their policy.

Councillor K Conroy proposed that the new policy be adopted.

Councillor L Fellows suggested that an amendment be made to paragraph 4.1 of the new policy before it is adopted. Generally when a new policy is written it should cover as many scenarios as possible and as 4.1 currently mentions the political balance of the Council if this was to ever change the policy would need amending, therefore to avoid this happening, the political balance section of the paragraph be

removed, this will save work in the future and make sure the policy is always correct.

Members agreed.

Paragraph 4.2 was also questioned regarding if the staffing structure ever changed but Members agreed that this could be left as is and be amended if the staffing structure ever changed. A couple of Members questioned how this would affect Seasonal worker's but the Clerk confirmed that as the Seasonal workers are from an Agency, although they would receive an induction from Council, their training would be covered by the Agency they are employed by.

RESOLVED

That subject to the amendment being made to paragraph 4.1 the new policy be adopted.

There being no further business the meeting was closed at 6.15pm.

CERTIFIED AS A TRUE RECORD

CHAIR.....

DATE.....