

FILEY TOWN COUNCIL
MINUTES OF THE STRATEGIC PLANNING COMMITTEE
HELD ON THURSDAY 22 OCTOBER 2015 AT 10.00AM

Present: Cllr Susan Bosomworth (Chairman), Cllr J Casey, Cllr J Shackleton,
Cllr R Walker (Vice Chairman) Clerk - Mrs G Robinson

NOTICE OF THE MEETING

RESOLVED: That Public Notice of the meeting had been given in accordance with Schedule 12, para 10(2) of the Local Government Act 1972. 793/015

APOLOGIES

Cllr Jeff Meek (holiday) and Cllr Marion Wright (ill-health) had sent their apologies to the meeting. It was

RESOLVED: That Cllr J Meek and Cllr M Wright's apologies be accepted. 794/015

DECLARATIONS OF INTEREST

The Chairman reminded members of the need to consider whether they needed to declare a disclosable pecuniary interest (DPI) or personal interest as detailed in Appendix A and Appendix B of the Town Council's Code of Conduct. The Chairman informed Members that they could make a declaration of interest at any point during the meeting. It was

RESOLVED: That it be noted that no declarations of interest were declared. 795/015

TERMS OF REFERENCE

The Clerk had previously circulated a copy of amended Terms of Reference for the Strategic Planning Committee to incorporate responsibility for reviewing the Filey Town Plan and Action Plan; changes to the name of Quality Council Status to the new Local Council Award Scheme and responsibility for the committee to have delegated power to review and monitor the Town Council's website and all matters related to the council's information technology systems, policies and procedures. It was

RESOLVED: That a recommendation be made to full council to accept the revised Terms of Reference for the Strategic Planning Committee as highlighted in yellow on the attached document. 796/015

LOCAL COUNCIL AWARD SCHEME

The Clerk reported to members that the majority of required information had been uploaded to the new Town Council website and that she would commence to complete the written application form and details of the required webpage links. The Town Council are required to pass a Resolution to confirm that it displays a list of required items on its website and also holds other documents and can provide them electronically if possible. The Clerk stated that she anticipated that this would be put before the Town Council at either 11 November 2015 or 9 December 2015 meeting prior to submission to the accreditation panel and Members agreed to assist the Clerk by checking that all webpage links were working. It was

RESOLVED: That the above information be noted. 797/015

LOCAL GOVERNMENT TRANSPARENCY CODE 2015

The Clerk informed members that under the Local Government Transparency Code all associated meeting papers should be published online so long as it was not confidential information or information which cannot be disclosed because it is prohibited by the Data Protection Act 1998 or by court order. Members discussed the practicalities of uploading associated meeting papers with the agendas of full council and committee meetings and it was noted that webpage links should be provided for planning applications. Members noted that this would create additional work for staff but would provide greater transparency and openness for members of the public to access information. The Clerk stated that there would need to be a strict deadline for Borough Councillor, County Councillor and Police Reports to be submitted so that they are to hand when the agenda is sent out and not subsequently circulated at the meeting. Members acknowledged that there was now greater justification for using tablet devices and sending agendas and associated meeting papers out electronically. The Clerk confirmed that a trial of sending associated meeting papers out with agendas would commence as soon as possible following further consultation with the Yorkshire Local Councils Association. Members also discussed dedicating one half of a Community Notice Board in the town centre to display agendas and council information. It was

RESOLVED: That a recommendation be made to full council that the above information be noted by all Town Councillors and that Borough Councillors, County Councillors and the Police be informed of the deadline for their monthly reports to be submitted to be sent out with the agenda for full council meetings. 798/015

REVIEW OF STRATEGIC PLAN 2015-2019

Members had previously been circulated with a revised draft copy of the Town Council's Strategic Plan following an initial review by Members undertaken on 10 September 2015. Members again worked through the whole document to ensure that all priorities had been incorporated in to the Town Council's four year Strategic Plan 2015-2019 and that the Action Plan was determined. It was noted that this is a living document and can be revised and amended throughout the four year term of the Town Council to meet the needs of its community. The Clerk was requested to make a few minor amendments prior to the draft document being recommended to the full council. It was

RESOLVED: That a recommendation be made to full council that the amended draft Strategic Plan 2015-2019 and Action Plan be adopted by the Town Council (copy herewith) **799/015**

The meeting closed at 11.35am.

Councillor Susan Bosomworth
Chairman
Strategic Planning Committee