

Full Council

Title:	Committee Membership
Date:	14 May 2024
Contact Officer:	Lizzie Fuller, Committee Services & Processes Officer Mandy Sturdy, Town Clerk

Purpose of Report

1. To provide context for the proposed Committee Membership 2024-25.

Background

2. It is normal practice to appoint Committee Membership at the Annual Meeting of the Council.
3. Councillors were asked via email to submit their preferences for the 4 standing committees to assist with administration of the committee membership appointments. All Councillors are expected to sit on Full Council plus 2-3 other committees.

Committee Membership

4. See Appendix A. All councillors have been placed on their top two committee choices.
5. Community Services – 9 councillors placed this as 1st, 2nd, or 3rd, so these 9 were automatically put to this committee.
6. Corporate Governance – 6 councillors put this as 1st or 2nd, but then another 6 put it as 3rd. So, to bring it down to 10, 2 councillors who put it as 3rd (Cllrs Baines and Dollman) were not placed on this committee as they sat on 2 committees last year.
7. Environment & Assets – This was very popular with 10 councillors choosing it as 1st or 2nd choice. Initially membership was 9, but for fairness it has been suggested in the Scheme of Delegations that membership be increased to 10 (plus ex-officio) (same as CG). It was not possible for Councillors who placed this 3rd to be on this committee (Cllrs Dodds and Dyer).
8. Planning – 8 Councillors put this as 1st, 2nd, or 3rd so these 8 were automatically put to this committee. Given that 6 councillors placed it 4th, it has been suggested in the Scheme of Delegations that membership be decreased from 9 to 8 (plus ex-officio).
9. **If any Councillors have any issue with what's been proposed, please raise it with officers as soon as possible so it can be sorted before the annual meeting.**

Resource Appraisal

10. The proposed changes are all within existing defined resources, and / or reflect what the Town Council does already, so there are no additional resource requirements identified.

11. Additional officer time will be required to implement and communicate (internally and externally) the new committee memberships.

Risk Assessment

12. The documents support the legal requirement for the Governance of a Town Council.

Legal Powers:

- Local Government Act 1972

Recommendation

- i) ***The proposed Committee Membership for 2024-25 be appointment.***