

**Minutes of the meeting of the Standing Orders Advisory Committee of
Dronfield Town Council held in the Town Clerks Office
at 9:30am on Monday 22nd April 2024**

Present: Cllr A Dale, Cllr A Foster and Cllr R Welton (Chair)

In attendance: J. Mitchell (Town Clerk)

1. Appointment of Chair

Cllr R Welton was nominated and seconded, and no other nominations were received.

It was RESOLVED to appoint Cllr R Welton as Chair of the Standing Orders Advisory Committee.

2. Apologies

Cllr G Hopkinson sent their apologies.

3. Declaration of Interests

There were no declarations of interest.

4. Approval of Minutes

Members reviewed the minutes of the last meeting held.

It was RESOLVED to approve the minutes of the meeting held on 4th January 2022 as a true and accurate record.

5. Standing Orders

Members reviewed the current Standing Orders.

It was RESOLVED to remove reference to “*electronically raising a hand*” in section 3i as this is no longer relevant as meetings are held face to face.

It was RESOLVED to remove reference to electing a Leader and Deputy Leader of the Council to help clarify the leadership of the council for both councillors and residents and to bring in line with legislation and other parish and town councils and to update any existing policies this may affect.

It was RESOLVED to review the wording of section 15xv regarding the need for the Proper Officer to refer a planning application received by the Council to the Chair of the Council within two working days of receipt and to extend this to within one week to facilitate an extraordinary meeting if the nature of a planning application requires consideration before the next ordinary meeting of the council.

It was RESOLVED to update the figure under section 18v to £30,000 so that it is factually correct.

It was RESOLVED to update section 19 and replace references to the Leader and Deputy Leader with the Chair and/or Vice-Chair of the Council.

It was RESOLVED to update section 26b so that any motion to add to vary or revoke one or more of the Council’s Standing Orders must be proposed to the Standing Orders Advisory Committee to review prior to any recommendation to council.

It was RESOLVED to recommend to Council that the Standing Orders are adopted pending the updates above.