



ATTLEBOROUGH TOWN COUNCIL

Town Hall, Queens Square, Attleborough, Norfolk, NR17 2AF
Tel: 01953 456194 – Email: enquiries@attleboroughtc.org.uk

You are summoned to the Meeting of Attleborough Town Council Standing Orders Review Committee

To be held on Monday 29th November 2021 at 7.00pm

This meeting will be held at the Town Hall and live streamed via YouTube
(the YouTube link will be posted on www.attleboroughtc.org.uk)

Due to coronavirus, there will be a limited capacity for public attendance

Michelle Barron
23rd November 2021
Town Clerk

AGENDA

Standing Orders Review Committee Membership

Cllr P Leslie, Cllr E Tyrer, Cllr S Marsh, Cllr T Taylor, Cllr A Westby

1 Welcome

2 Apologies for Absence

To receive and accept apologies for absence

3 Declarations of Interest

a) To receive and consider declarations of interest in items below:

(Members are no longer required to declare personal or prejudicial interests but are to declare any new Disclosable Pecuniary Interests that are not currently included in the Register of Interests. Members are reminded that under the Code of Conduct they are not to participate and must leave the room for the whole of an agenda item to which they have a Disclosable Pecuniary Interest. Members may disclose any other interests they may have in the interests of transparency)

b) To receive and consider dispensations in respect of Disclosable Pecuniary Interests.

4 Minutes of the Standing Orders Review Committee meeting held on 28th September 2021 For acceptance and approval.

5 Emergency Plan

Review the document so far and edit/populate as necessary.

- 6 Communications and Media Policy - for acceptance and approval
- 7 Document Retention and Disposal Policy - for acceptance and approval
- 8 Public participation (10 mins)
- 9 Any other items that the Chairman decides are urgent -
Items for discussion only
- 10 Date and time of next meeting

Expected Meeting Length is 1 Hour