

MINUTES OF A VIRTUAL MEETING OF THE ESTABLISHMENT COMMITTEE HELD ON WEDNESDAY 27TH JANUARY 2021 AT 7.13PM

Committee Members present:

B Collier, A Cooper (Chairman), Mrs M Cooper, S Hayes, Mrs J Hyde, B Saunders

Also present:

Town Clerk – Mrs K Elliott-Turner

1/21 **APOLOGIES FOR ABSENCE**

There were none.

2/21 **DISCLOSURE OF MEMBERS INTERESTS ON MATTERS CONTAINED IN THE AGENDA**

There were none. Members were reminded that if at any time during the meeting they feel they have an interest in an item being discussed, they should declare it at that point.

3/21 **PUBLIC PARTICIPATION – QUESTIONS, COMMENTS & RESPONSES**

There were none in attendance.

4/21 **CLERK'S REPORT, CORRESPONDENCE RECEIVED & MATTERS ARISING FOR INFORMATION**

Nothing to report.

5/21 **COUNCILLOR IT DEVICE USAGE POLICY**

Members considered the draft Councillor IT Device Usage Policy, made amendments, and it was:

RESOLVED that the Councillor IT Device Usage Policy is adopted.

6/21 **EXCLUSION OF PRESS & PUBLIC**

The Chairman proposed that under section 3d of Standing Orders and as per the Terms of Reference for this committee, the press, public and non-committee members are temporarily excluded whilst confidential matters are discussed and that they be instructed to withdraw from the meeting for the following agenda item only. **PASSED by members.**

7/21 **CITIZENS AWARD**

Members considered nominations for Citizens Awards. Nominees must be someone who has made a valuable contribution to the life of the community. You can't nominate yourself, and councillors may only be nominated by non-councillors for things they have done outside of council work. A list of previous year's Citizens Award recipients was circulated to members.

RESOLVED that the Citizens Award/s are given this year, to be presented at the Annual Town Meeting, and the name/s of the recipient/s are to be kept confidential and within this committee's membership until that time (as per committee Terms of Reference).

The meeting was opened again to the public and non-committee members.

8/210 ITEMS FOR INFORMATION PURPOSES, RELEVANT TO THIS COMMITTEE ONLY

Nothing to report.

There being no further business the meeting closed at 7.51pm

MINUTES APPROVED (date):

SIGNED BY CHAIRMAN: