



“Stronger together”

Grantham Town Council

The Parlour
The Guildhall, St Peter's Hill
Grantham NG31 6PY

To: All Members of the **Governance Committee**

You are hereby summoned to attend a meeting of the **Governance Committee** of Grantham Town Council to be held in **The Parlour, The Guildhall, St Peter's Hill, Grantham** at **19:00** hours on **Thursday 3 April 2025** for the purpose of transacting the following business.

Anita Eckersley – Clerk to Grantham Town Council

AGENDA

Agenda Item No	Item
1	Welcome from Chairman
2	Apologies for Absence To receive apologies and reasons for absence.
3	Declarations of Interest 3.1 Disclosures of Interest - To receive disclosures by Members of any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and any other relevant interests under the Members' Code of Conduct. 3.2 Requests for Dispensations - To receive and decide upon requests for dispensations to councillors to take part in discussions and votes where they have declared disclosable pecuniary interests.
4	Minutes from the meeting on 26 November 2024 For the Committee to receive and confirm the draft minutes as an accurate record of the Governance Committee Meeting held on 26 November 2024.
5	The Mayoralty or Chair of the Council For the Governance Committee to consider the following proposals submitted by the Vice Chairman of the Town Council and provide a recommendation to the Town Council Annual General Meeting in May: a) In recognition of the civic heritage and history of the town of Grantham it is the expectation that the Chair of the town council should hold the office of Town Mayor and be entitled to wear the mayoral chain of office when appropriate. b) The office of ambassador be discontinued in its current form but perhaps consider applying the title to a mayor's deputy.

6	<p>Policies for Review and recommendation</p> <p>a Freedom of the Town Policy For the Committee to review and recommend the Freedom of the Town Policy to Town Council.</p> <p>b Safeguarding Policy For the Committee to review and recommend the Safeguarding Policy to Town Council.</p> <p>c Communications Policy For the Committee to review and recommend the Communications Policy to Town Council.</p>
7	<p>Committee structure 2025-2026 For the Committee to consider the format of the Town Council's Committees for the 2025-2026 year and make a recommendation to Town Council.</p> <p>For Town Councillors to advise the Clerk which Committees they would be interested in supporting with a view to all Town Councillors being involved with at least one Committee plus Town Council.</p> <ul style="list-style-type: none"> • Town Council • Governance and General Purposes – to include governance matters, IT and GDPR matters) • Finance Committee • Personnel Committee (Covers Staffing and Member matters and training etc) • Events and Ambassador / Chairman diaries • Planning Consultation Committee <p>For the Committee to also consider which Committees would benefit from using Working Groups such as the Events Committee which would guide members through the processes when arranging events.</p>
8	<p>Update on the Lease For the Clerk to provide an update of the progress of the Lease for the Parlour.</p>
9	<p>Work Programme and Items for the next Agenda</p> <ul style="list-style-type: none"> • Process for agenda setting and input to the agenda • Events processes • Outstanding Policies that require reviewing and adopting by Town Council
10	<p>Date of Next Meeting The dates for meetings for 2025-2026 year will be agreed at the Town Council AGM.</p>