

**TENTERDEN TOWN COUNCIL
INTERNAL COMMITTEE**

Standing Orders & Financial Regulations Sub-Committee

Notes of a meeting held at the Town Hall at 4.00pm on 9th November 2017.

<i>No</i>	<i>Item</i>	<i>Action</i>
1	Present: Cllrs. Knowles, Mulholland, Nelson, Mrs Smith & Sugden. The Town Clerk was also present and took notes	
2	Apologies. None	
3	Declarations of interest. None.	
4	Chairman. Alan Sugden was appointed chair.	
5	Minutes of the meeting (SOFR & <i>Donations</i>) held on 4 th May 2017 were approved.	
6	Matters arising. The clerk had confirmed with DCLG we were able to borrow from PWLB having already made loans to other organisations. Cllr Knowles advised that this may change with the chancellors' autumn statement. Clerk to re-check guidance then.	PB
7	<p>Internal Complaints. The distinction between ethical (code of conduct) and procedural breaches were discussed. The members felt TTC needed more guidance from KALC on the following issues regarding procedural complaints:</p> <ul style="list-style-type: none"> a) Listing of councils with a complaints procedure in place b) Formation of a new standing order 24C to stipulate the process that councillors should follow regarding contact with outside organisations. c) Formation of a new standing order to detail sanctions available if <i>selected</i> standing orders are breached. (Very minor breaches would be excluded). d) Member make-up of the complaints committee e) Terms of reference of the complaints committee f) Legality and a list of can do/can't do scenarios. <p>Payment to Clive Powell (Legal Officer for KALC) was agreed if required and he would be invited to the next meeting of this sub-committee.</p> <p>Cllr Nelson's list of concerns would be submitted to KALC for scrutiny.</p> <p>The transcript of the interview with Cllr Carter will be published with the background papers for the next Internal meeting.</p>	PB
8	Any other changes to Standing Orders. None.	
9	Any other business. None.	
10	Date of next meeting. TBA after contact with KALC	PB

