

**MAESTEG TOWN COUNCIL  
COUNCIL MEETING**

Minutes of a meeting of the **STANDING ORDERS COMMITTEE** held remotely via Microsoft Teams and at the Council Meeting Room, Council Offices, Talbot Street, Maesteg, on **Tuesday, 21<sup>st</sup> September 2021.**

**PRESENT:**

**COUNCILLORS:**

**I WILLIAMS (CHAIR)**

L Beedle, AR Davies, R Martin and W May

**APOLOGIES** from Cllrs P Davies and S Smith

**DECLARATION OF INTEREST: none**

**192. TO CONTINUE TO COMPLETE THE MAESTEG TOWN COUNCIL STANDING ORDERS**

Members had already gone through the MTC Standing Orders (ratified May 2018) in the previous meeting and were provided with the draft copy of the NALC Model Standing Orders that had been updated to item 14 Code of Conduct Complaints.

Members completed the NALC Model Standing Orders and updated the relevant information for Maesteg.

It was **agreed** to **recommend** to Council that the NALC's model standing orders are used to produce new Standing Orders specific for Maesteg Town Council.

**193. RECOMMENDATIONS**

- 1) That Council adopt the new Standing Orders as provided and decide whether to adopt item 3.e
- 2) That the Policy Committee meet to discuss the following policies:
  - a) Freedom of Information
  - b) Data Protection
  - c) Grievance
  - d) Dealing with the Press/Media
- 3) Clerk & Deputy Clerk receive Data protection training

**Minutes emailed to all Councillors to Read on 24<sup>th</sup> September 2021**

**Minutes accepted at a remote meeting of the Council  
held on 5<sup>th</sup> October 2021**

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**Mayor**