



Established 1894

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### TO MEMBERS OF THE COMMITTEE

The Meeting of the Governance and Oversight Committee (27 April 2021) will be held remotely (via Zoom) and is to be delivered within 'The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020' that are currently enacted for Meetings on and up to 7 May 2021. For further information see The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 <http://www.legislation.gov.uk/uksi/2020/392/contents/made>

### YOU ARE SUMMONED TO A MEETING OF THE GOVERNANCE & OVERSIGHT COMMITTEE WHICH WILL BE HELD VIA ZOOM ON TUESDAY 27 APRIL 2021 AT 7 PM

#### Agenda

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS IN ITEMS ON THE AGENDA**
3. **APPROVAL OF MINUTES**  
Approval of the minutes of the meeting of the committee on **Wednesday 2 February 2021.**
4. **PUBLIC CONSULTATION**  
Members of the Public are invited to submit questions, for consideration at the meeting, to the Council by no later than Monday 26 April 2021 at 4.00pm, either in writing delivered to the Parish Council Offices, via email to: [admin@angmering-pc.gov.uk](mailto:admin@angmering-pc.gov.uk) or by telephone: 01903 772124.  
You can also request to join the live Zoom meeting by emailing [admin@angmering-pc.gov.uk](mailto:admin@angmering-pc.gov.uk) and requesting the meeting number and password. If you have any questions regarding the app used, please do not hesitate to contact the Clerk.  
Members of the public are entitled to speak for 3 minutes.  
Please note that these meetings are being recorded for the purpose of minute writing. After the minutes have been written and approved the recording is destroyed.
5. **CLERK'S REPORT & ACTION LIST**  
To receive a report from the clerk on matters affecting the committee, not included on this agenda.
6. **HEALTH AND SAFETY**  
To report any health and safety issues/concerns/work that has been done.

**7. GENERAL RISK REGISTER & FINANCIAL RISK REGISTER**

To discuss possible risks to the council and suggest updates.

**8. MONTHLY DUTIES**

To discuss the previous 3 months duties and the coming 3 months duties.

**9. NEW CODE OF CONDUCT**

To discuss and consider putting the Arun Code of Conduct forward for adoption at Full Council. This will replace the currently adopted Code of Conduct from 2018.

**10 TERMS OF REFERENCE FOR CLEW, PI AND G&I**

To discuss and agree on terms of reference to be put forward to Community, Leisure, Employment and Wellbeing & Planning and Infrastructure for adoption at their first meeting in May 2021.

**10. FINANCIAL REGULATIONS**

To discuss and consider putting forward the updated Financial Regulations for adoption at Full Council. This will replace the currently adopted Financial Regulations from 2019.

**11. AUDIT AND YEAR END – 2020/2021**

To receive an update regarding the year end process and audit for 2020/2021.

**DATE OF NEXT MEETING**

The date of the next meeting is **Wednesday 5 August 2021** via Zoom – subject to COVID-19 guidelines.

  
Katie Herr – Clerk to the Council

Date.....20/04/21