

Ennerdale and Kinniside Parish Council

Clerk: Mrs J Coltman

AGENDA ITEM REQUEST FORM

This form is for the use of members of the Council only. If there are any sections that you are unclear about, leave blank - return to Email clerk@eandkpc.co.uk

DATE OF MEETING:	12th May 2023
AGENDA ITEM: Insert wording to appear on the agenda. Remember to make it clear what you are asking your fellow Cllrs to do. "To decide...", "To note..." "To review..."	
To review the Council communication protocol	
BACKGROUND INFORMATION: Insert as much information as possible so that Cllrs have the detail that they need in order to make an informed decision. Continue on a separate sheet if necessary.	
The Council has saddled itself with a protocol whereby all communication has to be cleared through the entire Council before any individual reaches out to others. I am unclear how this came about but it hinders initiative, empowerment and professionalism.	
BACKGROUND DOCUMENTS: Insert names of documents to be sent out with the meeting papers. (These papers must be hyperlinked to or submitted with this form)	
Jane - grateful if you can insert the minutes of the decision - if that's how it came about https://www.eandkpc.co.uk/media/Meetings/Minutes/2022/Approved%20Minutes%20of%20EGM%2023-06-22.pdf Minute 747.	
COSTS: Insert detail of costs associated with the decision that you are asking the council to make. Remember that there may be indirect costs such as officer time or VAT which cannot be reclaimed.	
Normal PC business costs	
BUDGET: Detail which budget the expenditure is to be made from	
None required	
LEGAL POWER:	
Local Government Act (1972) s.111	
RECOMMENDATION: Insert the resolution that you are seeking i.e. "to resolve to..." "to note that ..."	
To empower the Chair, councillors and the Clerk to communicate externally within their remit, cognisant that they speak as a representative of the Council when in role and to act without the bias of their individual opinion as they are responsible to the Council for their communications to others.	
PLEASE NOTE: Agenda item requests; these must be received by the Proper officer at least 7 days prior to the meeting you request it be discussed at.	
Agenda Item Number: 13	

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Motions and amendments flowchart

