

# MARKET LAVINGTON PARISH COUNCIL

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5<sup>th</sup> March 2026

## To Councillors:

Fred Davis; Di Fraser; Peter Joly; Ian Macqueen; Suzanne Morrison; Duncan Poole; Chloe Stevens; Laura Turner-Scott.

You are hereby **invited** to attend a **Meeting** of the **Governance & Management Advisory Group** of Market Lavington Parish Council to be held at the **Old School, Church Street**, Market Lavington on **Wednesday 11<sup>th</sup> March 2026 at 7.15pm** for the purpose of transacting the business detailed below.



Tanya West  
Parish Clerk & RFO



For councillors unable to attend the meeting in person, and for members of the public wishing to observe the meeting or to raise a question/speak during the public session, you may join the meeting online via a computer or mobile device. The hyperlink and details are listed below.

## Governance & Management Advisory Group Meeting (GAMAG)

11<sup>th</sup> March 2026

19:15 - 21:00 (GMT)

Meeting link: [Governance & Management Advisory Group Meeting \(GAMAG\) | Microsoft Teams | Meetup-Join](#)

We kindly ask that you please join the meeting 5 minutes early so then we can resolve any access issues before the meeting starts [please telephone 07770 679697 if you have problems accessing the meeting].

[Click here to learn how to join a meeting via a computer or mobile device.](#)

## AGENDA

### Meeting of the Governance & Management Advisory Group

7.15pm

Please note that this Parish Council meeting may be recorded in accordance with the Openness of Local Government Bodies Regulations 2014. If you wish to record the meeting, please inform the Chair or Clerk in advance so that any necessary arrangements can be made. The Parish Clerk will also record the meeting for administrative purposes; this recording will be deleted once the draft minutes are approved in accordance with Standing Orders.

It is reminded that Market Lavington Parish Council has signed up to the NALC Civility & Respect Pledge under which the Council has agreed to treat councillors, clerks, employees, members of the public, and representatives of partner organisations and volunteers with civility and respect in their roles.

Item for Discussion	
<b>G&amp;M-012</b>	<b>Election of Chair</b>
To elect a Chair of the Governance & Management Advisory Group (GAMAG) for the meeting.	
<b>G&amp;M-013</b>	<b>Attendance and Apologies for Absence</b>
To confirm attendance and receive any apologies for absence.	
<b>G&amp;M-014</b>	<b>Declarations of Interest</b>
To receive declarations of interest or potential conflicts of interest in respect of matters contained in this agenda.	

<b>G&amp;M-015</b>	<b>Adjournment for Public Participation (maximum of 5 minutes)</b>
Opportunity for councillors to hear questions or comments sent in by the public on agenda matters, or for public participation.	
<b>G&amp;M-016</b>	<b>Notes from the Last Meeting</b>
Meeting of the GAMAG held on the 10 <sup>th</sup> June 2025 - To review and acknowledge as a correct record of the meeting.	
<b>G&amp;M-017</b>	<b>Terms of Reference</b>
To receive an update from the Clerk regarding the adopted Terms of Reference for the Governance & Management Advisory Group. To review the document and make any suggested amendments in readiness for approval at a Full Council meeting.	
<b>G&amp;M-018</b>	<b>Policies and Governance Documents</b>
a) Strategic Documents and Policies – To receive a verbal report from the Clerk regarding works and updates since the last GAMAG meeting. To review the list of strategic documents and discuss the suggested amendments of those documents highlighted in readiness for approval at a Full Council meeting. b) To receive an update on the priority order of undertaking a full detailed review of all the policy documents.	
<b>G&amp;M-019</b>	<b>Other Governance &amp; Management Matters</b>
To consider the following items and make recommendations for approval at the next Full Council meeting:	
a) <b>AGAR and Assertion 10</b> – To receive an update on meeting the requirements of Assertion 10 and to make any recommendations to Full Council in readiness for approval at the March meeting. b) <b>Training</b> – To review the training matrix and to consider any future training opportunities and requirements (e.g. WALC Civility & Respect training). c) <b>Meeting Documentation &amp; IT Systems</b> – To receive an update on the use of shared folders for meeting documents to include the plans for the roll out of MS Teams. To also review MLPC email addresses.	
<b>G&amp;M-020</b>	<b>Items for next agenda</b>
Opportunity for Councillors to identify any matters to be included on the agenda for the next meeting.	
<b>G&amp;M-021</b>	<b>Adjournment for Public Participation (maximum of 5 minutes)</b>
Opportunity for councillors to hear questions or comments sent in by the public on non-agenda matters, or for public participation.	
<b>G&amp;M-022</b>	<b>Date and Time of Next Meeting</b>
To determine future meeting dates of the GAMAG. The next meeting of the Full Council is scheduled to be held on Tuesday 17 <sup>th</sup> March 2026 at 7.15pm at the Old School.	