

QUEDGELEY TOWN COUNCIL

"Working with the community for the community"

01452 721 55
Quedgeley.gov.uk

QUEDGELEY TOWN COUNCIL

Working with the Community for the Community

CONSTITUTION

1 Legal and Regulatory Framework

The Town Council represents the first tier of local government for the citizens of Quedgeley Town and is a statutory body which has numerous powers bestowed upon it through various acts of Parliament as shown in appendix A

The Council is managed by Councillors that are either elected by the public every four years or are co-opted onto the Council, and are supported by a Town Clerk and three part time administrators as shown in appendix B.

The Council's Standing Orders sets out the general rules that governs the day-to-day business of how the Council conducts itself and also sets out those rights of the public to access information, attend meetings and raise issues. The Standing Financial Regulations defines the rules for managing the Council's financial affairs. (See attached Standing orders and SFRs)

Councillors agree to follow the Council's Code of Conduct, which is overseen by the Monitoring Officer at Gloucester City Council. Councillors agree to work to the adopted Standing Orders, last reviewed and signed in 2021.

The Council exercises its powers and duties in accordance with the law and this Constitution and utilise the budget to achieve the greatest good for the community.

1.1 Freedom of Information

The Council operates a freedom of information policy and publishes its agendas on the many town council notice boards around Quedgeley and Kingsway. Minutes are advertised on the town council website once adopted by the council. Any member of the public can inspect Council papers and attend Council or committee meetings. They may also inspect the Council's accounts and make their views known to the external auditor.

2 Committee Structure

The Council conducts most of its business through a committee structure through which delegated responsibilities are conferred by the Full Council, these meetings take place on a monthly basis and

Unit 8, Olympus Park Business Centre, Quedgeley, Gloucester. GL2 4NF
e-mail : jacquie.webster@quedgeley-tc.gov.uk