

**Gareth Owens LL.B Barrister/Bargyfreithiwr**  
Chief Officer (Governance)  
Prif Swyddog (Llywodraethu)



Contact Officer:  
Jan Kelly / 01352 702301  
janet.kelly@flintshire.gov.uk

To: Cllr Robert Davies (Chair)

Councillors: Gillian Brockley, Steve Copple, Ron Davies, Ian Hodge, Paul Johnson, Gina Maddison, Allan Marshall, Billy Mullin, Ted Palmer, Andrew Parkhurst, Michelle Perfect, Vicky Perfect, Linda Thew, Roy Wakelam and Arnold Woolley

10 September 2024

Dear Sir/Madam

**NOTICE OF HYBRID MEETING**  
**CONSTITUTION AND DEMOCRATIC SERVICES COMMITTEE**  
**MONDAY, 16TH SEPTEMBER, 2024 at 2.00 PM**

Yours faithfully

Steven Goodrum  
Democratic Services Manager

Please note: Attendance at this meeting is either in person in the Delyn Committee Room, Flintshire County Council, County Hall, Mold, Flintshire or on a virtual basis.

The meeting will be live streamed onto the Council's website. The live streaming will stop when any confidential items are considered. A recording of the meeting will also be available, shortly after the meeting at <https://flintshire.public-i.tv/core/portal/home>

If you have any queries regarding this, please contact a member of the Democratic Services Team on 01352 702345.

## A G E N D A

### 1 APPOINTMENT OF CHAIR

**Purpose:** To note that at the Annual Meeting, Council resolved that Councillor Rob Davies be appointed as Chair of the Committee.

### 2 APPOINTMENT OF VICE-CHAIR

**Purpose:** To appoint a Vice-Chair for the Committee.

### 3 APOLOGIES

**Purpose:** To receive any apologies.

### 4 DECLARATIONS OF INTEREST (INCLUDING WHIPPING DECLARATIONS)

**Purpose:** To receive any Declarations and advise Members accordingly.

### 5 MINUTES (Pages 3 - 6)

**Purpose:** To confirm as a correct record the minutes of the meeting held on 20 March 2024.

### 6 FORWARD WORK PROGRAMME (Pages 7 - 14)

**Purpose:** To agree the items of business to be discussed at future meetings.

### 7 MEETINGS: MINUTES & HOSTING ARRANGEMENTS (Pages 15 - 26)

**Purpose:** To update the Committee on changes to the format of Committee minutes and the impact on the hosting arrangements for meetings.

***Please note that there may be a 10 minute adjournment of this meeting if it lasts longer than two hours***