
STATUTORY INSTRUMENTS

1995 No. 1042

**The Local Government Reorganisation (Wales)
(Transitional Provisions No. 2) Order 1995**

Minutes of final meetings of existing authorities

12.—(1) This article applies to the minutes for the final meeting (“the meeting”) of—

- (a) an existing authority;
- (b) a committee of an existing authority or a sub-committee of such a committee; or
- (c) a joint committee of existing authorities or a sub-committee of such a committee.

(2) Where practicable, the minutes shall be signed at the conclusion of the meeting by the person who chaired the meeting.

(3) If the minutes are not signed in accordance with paragraph (2) they shall, as soon as is reasonably practicable, be sent to all members who were present at the meeting inviting any representations within seven days thereof.

(4) As soon as is reasonably practicable after the expiry of the seven day period referred to in paragraph (3) the person who chaired the meeting shall—

- (a) consider any representations received and, having taken into account any such representations, may alter the minutes; and
- (b) thereafter sign the minutes.

(5) If for any reason the person who chaired the meeting is unable to discharge the duties imposed by this article those members who attended the meeting shall nominate a person from amongst themselves for this purpose.

(6) Any minutes signed in accordance with this article shall be treated as having been made and signed in accordance with paragraph 41 of Schedule 12 to the 1972 Act or, as the case may be, in accordance with paragraph 41 as applied by paragraph 44 of that Schedule.