

# **STILLINGFLEET PARISH COUNCIL** issued on 5 November 2024

## **OFFICIAL NOTICE OF AN EXTRAORDINARY MEETING OF STILLINGFLEET PARISH COUNCIL TO BE HELD AT 7.30pm ON FRIDAY 8 NOVEMBER 2024 IN THE VILLAGE INSTITUTE**

- Any elector is entitled to attend this meeting however there will be no time set aside for public participation.
- Press and public may not speak when the council is in progress; when councillors are discussing council business nor when councillors are in the process of decision making.
- Listeners may however speak at the end of the meeting (for information only).
- Decisions cannot be made at this meeting on items not on the agenda.
- Councillors, Clerk, public and press are requested to sign the attendance sheet.

**Councillors are summoned to attend this meeting of the Parish Council (detailed above) and to consider and resolve the business to be transacted on the agenda below.**

### **A G E N D A**

**24042 Welcome and Apologies:**

Chair to welcome all present to the meeting; to receive any apologies for absence and record these in the minutes and to consider the approval of reasons for absence given by councillors.

**24043 Complaint:**

- i.) To receive complaints that have been lodged with the Parish Council in which the complainants:
  - expresses their dissatisfaction with the conduct of the Council due to its alleged failure to meet the expected standard of service
  - allege that the Parish Council failed to comply with the required policies and procedures for undertaking work to a tree in a conservation area.
- ii.) To note that one of the complainants has also advised he intends to lodge a complaint with the Monitoring Officer alleging a particular Councillor failed to comply with the Councillors' Code of Conduct. (The Council to recognise that this aspect is not covered by the Parish Council's Complaints procedure and falls within the Monitoring Officers' jurisdiction).

**24044 Appointment of a Complaint Committee:**

- i.) In accordance with the Council's Complaints Procedure, to **RESOLVE** to appoint 3 councillors to a committee which will have full delegated power to continue handling the complaints and bring them to a conclusion.
- ii.) To **RESOLVE** which member will be the Chairman of the Complaint Committee.
- iii.) To agree when the Complaint Committee will meet to further its objective.

Signed: Ruth Swales, Clerk to the Council [clerk@stillingfleetparishcouncil.org](mailto:clerk@stillingfleetparishcouncil.org)