

3. Minutes

To confirm the minutes of the meeting held on 6 December 2012 (copy attached).

4. Declaration of Interests

Members are reminded of their responsibility to declare any pecuniary or local non-pecuniary interest which they have in any item of business on the agenda no later than when that item is reached and, when appropriate, to leave the meeting prior to discussion and voting on the item.

Part 1 – Public

5. Amendment to the Schedule of Polling Places

The Schedule of Polling Places was last amended and approved by full Council on 27 September 2011 (report C116 to this Working Party, and Council minute 47(D)(1) September 2011 refer).

Due to the non-availability of a polling station in Sapiston Parish for the County Council Elections on 2 May 2013, it is proposed that the Schedule of Polling Places be amended to allow electors in Sapiston Parish to poll in Honington Parish (Village Ward) when required. As the parishes are adjacent to each other, this will not inconvenience voters. The addition to the Schedule will be as follows:

| Polling District | | Borough Ward for Polling District | Polling Place | | Borough Ward for Polling Place |
|------------------|-----------------|-----------------------------------|---------------|---|--------------------------------|
| Letters | Name | | Letters | Name | |
| WSap | Sapiston Parish | part Bardwell Ward | WHon1 | Honington Parish (Village Ward) (if no venue available in WSap) | part Bardwell Ward |

Recommendation:

That the Schedule of Polling Places be amended to allow electors in Sapiston Parish to poll in Honington Parish (Village Ward) when required.

6. Member Development: Update

Report **D292** attached.

7. Members' Overnight Subsistence

Report **D293** attached.

8. Amendments to the Constitution

Report **D294** attached.

9. Date of Next Meeting

The next meeting of the Working Party has been set for Thursday 2 May 2013 at 5.00pm.

Part 2 – Private

NONE