

West Suffolk Standards Committee



Title:	Agenda									
Date:	Monday 3 August 2020									
Time:	5.00pm									
Venue:	<p>Facilitated by MS TeamsLive virtual meetings platform only</p> <p>The meeting will be accessible by the press and public via a live stream; the link to which will be published on the Council's website alongside the agenda papers</p>									
Full Members:	<p style="text-align: center;">Chair Jim Thorndyke</p> <p style="text-align: center;">Vice Chair Max Clarke</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;"><u>Conservative Group</u>(4)</td> <td style="width: 33%;">John Augustine Robert Everitt</td> <td style="width: 33%;">Margaret Marks Jim Thorndyke</td> </tr> <tr> <td><u>The Independent Group</u> (2)</td> <td>Roger Dicker</td> <td>Jim Meikle</td> </tr> <tr> <td><u>Labour Group</u> (1)</td> <td>Max Clarke</td> <td></td> </tr> </table>	<u>Conservative Group</u> (4)	John Augustine Robert Everitt	Margaret Marks Jim Thorndyke	<u>The Independent Group</u> (2)	Roger Dicker	Jim Meikle	<u>Labour Group</u> (1)	Max Clarke	
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Interests – Declaration and Restriction on Participation:	Members are reminded of their responsibility to declare any disclosable pecuniary interest not entered in the Authority's register or local non pecuniary interest which they have in any item of business on the agenda (subject to the exception for sensitive information) and to leave the meeting prior to discussion and voting on an item in which they have a disclosable pecuniary interest.									
Quorum:	Three Members									
Committee administrator:	<p>Helen Hardinge Democratic Services Officer Tel: 01638 719363 Email: helen.hardinge@westsuffolk.gov.uk</p>									

Public Information

Venue:	Virtual meeting only to be facilitated by MS Teamslive	T: 01638 719363 (Helen Hardinge) T: 07595 428481 (Leah Mickleborough) E: democratic.services@westsuffolk.gov.uk W: www.westsuffolk.gov.uk
Access to agenda and reports before the meeting:	The agenda and reports will be available to view at least five clear days before the meeting on our website. On this occasion, a link to the meeting livestream broadcast, and guidance on how members of the public can access the meeting broadcast will be made available on the Council's website when the agenda is published.	
Attendance at/viewing of meetings:	The Council actively welcomes members of the public and the press to attend its meetings and holds as many of its meetings as possible in public. On this occasion, as the meeting will only be held virtually, public access to the meeting can be made by viewing the livestream of the meeting via the link provided on the webpage where the agenda and papers are published. Note that a virtual meeting is not invalid by virtue of members of the public being unable to attend or participate in meetings that are accessible to them.	
Public participation:	Members of the public who live or work in the district are welcome to speak and may ask one question or make a statement of not more than three minutes duration relating to items to be discussed in Part 1 of the agenda only. If a question is asked and answered within three minutes, the person who asked the question may ask a supplementary question that arises from the reply. As the meeting is taking place virtually, a person who wishes to speak must register by 9am the last working day before the day of the meeting. This can be done by sending the request to democratic.services@westsuffolk.gov.uk or telephoning 07776 254986, 07595 428481 or 01638 719237. If a member of the public cannot attend the meeting remotely, they may submit a written question or statement to Democratic Services by midday at the very latest on the day of the meeting and this will be read out on their behalf during the meeting. There is an overall time limit of 15 minutes for public speaking, which may be extended at the Chair's discretion.	
Recording of meetings:	The Council may record this meeting and permits members of the public and media to record or broadcast it as well (when the media and public are not lawfully excluded). As this meeting is being held virtually, it will automatically be recorded and available to be viewed after the meeting. The Council may also use recordings for training purposes. At the start of the meeting the Chair shall remind those present of the right to record the meeting, and where applicable, request any members of the public who intend to speak at the meeting but do not wish to be filmed to state at that point.	
Personal Information	Any personal information processed by West Suffolk Council arising from a request to speak at a public meeting under the Localism Act 2011, will be protected in accordance with the Data Protection Act 2018. For more information on how we do this and your rights in regards to your personal information and how to access it, visit our website: https://www.westsuffolk.gov.uk/Council/Data_and_information/howweuseinformation.cfm or call Customer Services: 01284 763233 and ask to speak to the Information Governance Officer.	

Agenda

Procedural Matters

Part 1 – Public

1. Apologies for Absence

2. Substitutes

Any Member who is substituting for another Member should so indicate, together with the name of the relevant absent Member.

3. Minutes

1 - 4

To confirm the minutes of the meeting held on 7 October 2019 (copy attached.)

4. Declarations of Interest

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.

5. Public Participation

Members of the public who live or work in the District are welcome to speak and may ask one question or make a statement of not more than three minutes duration relating to items to be discussed in Part 1 of the agenda only. If a question is asked and answered within three minutes, the person who asked the question may ask a supplementary question that arises from the reply.

As the meeting is taking place virtually, a person who wishes to speak must register by 9am the last working day before the day of the meeting. This can be done by sending the request to democratic.services@westsuffolk.gov.uk or telephoning 01638 719363.

If a member of the public cannot attend the meeting remotely, they may submit a written question or statement to Democratic Services by midday at the very latest on the day of the meeting and this will be read out on their behalf during the meeting.

There is an overall time limit of 15 minutes for public speaking, which may be extended at the Chair's discretion.

6. LGA Consultation on a Model Code of Conduct
Report No: **STC/WS/20/001**
