

# West Suffolk Standards Committee



<b>Title</b>	<b>Agenda</b>		
<b>Date</b>	<b>Monday 31 January 2022</b>		
<b>Time</b>	<b>5.00pm</b>		
<b>Venue</b>	<b>Conference Chamber West West Suffolk House</b> Western Way Bury St Edmunds, IP33 3YU		
<b>Full Members</b>	<b>Chair</b>	To be appointed by the West Suffolk Standards Committee on 31 January 2022	
	<b>Vice Chair</b>		
	<b>Conservative Group (4)</b>	John Augustine Robert Everitt	Margaret Marks Jim Thorndyke
	<b>The Independent Group (2)</b>	Roger Dicker	Vacancy
	<b>Labour Group (1)</b>	Cliff Waterman	
<b>Substitutes</b>	<b>Conservative Group (2)</b>	Stephen Frost	Vacancy
	<b>The Independent Group (2)</b>	John Burns	Andy Neal
<b>Interests – declaration and restriction on participation</b>	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.		
<b>Quorum</b>	Three Members		
<b>Committee administrator</b>	<b>Helen Hardinge</b> Democratic Services Officer <b>Telephone</b> 01638 719363 <b>Email</b> <a href="mailto:helen.hardinge@westsuffolk.gov.uk">helen.hardinge@westsuffolk.gov.uk</a>		

<b>Venue</b>	<b>Conference Chamber West West Suffolk House</b> Western Way, Bury St Edmunds, IP33 3YU
<b>Contact information</b>	Telephone: 01284 763233 Email: <a href="mailto:democratic.services@westsuffolk.gov.uk">democratic.services@westsuffolk.gov.uk</a> Website: <a href="http://www.westsuffolk.gov.uk">www.westsuffolk.gov.uk</a>
<b>Access to agenda and reports before the meeting</b>	The agenda and reports will be available to view at least five clear days before the meeting on our website.
<b>Attendance at meetings</b>	This meeting is being held in person in order to comply with the Local Government Act 1972. Measures have been applied to ensure the health and safety for all persons present at meetings. We may also be required to restrict the number of members of the public able to attend in accordance with the room capacity. If you consider it is necessary for you to attend, please let Democratic Services know in advance of the meeting so they can endeavour to accommodate you and advise you of the necessary health and safety precautions that apply to the meeting. For further information about the venue, please visit <a href="https://www.westsuffolk.gov.uk/contact-us.cfm">https://www.westsuffolk.gov.uk/contact-us.cfm</a>
<b>Public participation</b>	Members of the public have the right to speak at the Development Control Committee, subject to certain restrictions. Further information is available via the separate link on the agenda's webpage for this meeting.
<b>Accessibility</b>	If you have any difficulties in accessing the meeting, the agenda and accompanying reports, including for reasons of a disability or a protected characteristic, please contact Democratic Services at the earliest opportunity using the contact details provided above in order that we may assist you.
<b>Recording of meetings</b>	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). Any member of the public who attends a meeting and objects to being filmed should advise the Committee Administrator who will instruct that they are not included in the filming.
<b>Personal information</b>	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: <a href="https://www.westsuffolk.gov.uk/Council/Data_and_information/howweuseinformation.cfm">https://www.westsuffolk.gov.uk/Council/Data_and_information/howweuseinformation.cfm</a> or call Customer Services: 01284 763233 and ask to speak to the Information Governance Officer.

# Agenda

## Procedural matters

### Part 1 – public

**1. Election of Chair for 2021/2022**

**2. Election of Vice Chair for 2021/2022**

**3. Apologies for absence**

**4. Substitutes**

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

**5. Minutes**

**1 - 4**

To confirm the minutes of the meeting held on 7 December 2020 (copy attached.)

**6. 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.

**7. 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](mailto: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.

**8. New Suffolk Model Code of Conduct**

**5 - 70**

Report No: **STC/WS/22/001**