

Public Information

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| Venue: | Conference Room Mildenhall Hub Sheldrick Way, Mildenhall, IP28 7JX | T: 01638 719729 E: democratic.services@westsuffolk.gov.uk W: www.westsuffolk.gov.uk |
| Access to agenda and reports before the meeting: | Copies of the agenda and reports are open for public inspection at the above address and at West Suffolk House in Bury St Edmunds at least five clear days before the meeting. They are also available to view on our website. | |
| Attendance at 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. | |
| 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. A person who wishes to speak must register at least 15 minutes before the time the meeting is scheduled to start. There is an overall time limit of 15 minutes for public speaking, which may be extended at the Chair's discretion. | |
| Disabled access: | West Suffolk House has facilities for people with mobility impairments including a lift and wheelchair accessible WCs. Visitor parking is at the car park at the front of the building and there are a number of accessible spaces. | |
| 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). 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. | |
| 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/privacy/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 26 June 2023 (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.

A person who wishes to speak must register at least 15 minutes before the time the meeting is scheduled to start.

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

6. Procedure for Handling Standards Complaints

5 - 96

Report No: **STC/WS/24/001**