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Date: Wednesday, 4 January 2023

Dear Sir or Madam

The Standards Sub-Committee – Thursday, 12 January 2023, 2.00 pm – Kenn Room

A meeting of the Standards Sub-Committee will take place as indicated above.

The agenda is set out overleaf.

Yours faithfully

Assistant Director Legal & Governance and Monitoring Officer

To: Members of the Standards Sub-Committee

Councillors:

James Tonkin, Ann Harley and Mike Solomon.

Independent Town Councillor:
Anita Smith

Independent Member:
Ian Carrington Porter

This document and associated papers can be made available in a different format on request.

Agenda

1. **Election of Chairperson for the meeting (Agenda item 1)**
2. **Apologies for absence and notification of substitutes (Agenda item 2)**
3. **Declaration of Disclosable Pecuniary Interest (Standing Order 37) (Agenda item 3)**

A Member must declare any disclosable pecuniary interest where it relates to any matter being considered at the meeting. A declaration of a disclosable pecuniary interest should indicate the interest and the agenda item to which it relates. A Member is not permitted to participate in this agenda item by law and should immediately leave the meeting before the start of any debate.

If the Member leaves the meeting in respect of a declaration, he or she should ensure that the Chairperson is aware of this before he or she leaves to enable their exit from the meeting to be recorded in the minutes in accordance with Standing Order 37.

4. **Minutes of Standards Sub Committee 6 September 2022 (Agenda item 4)**
(Pages 5 - 6)

Minutes 6 September 2022 (for information).

5. **Exclusion of the press and public (Agenda item 5)**

The Sub-Committee will be invited to pass the following resolution:

“(1) That the press, public, and officers not required by the Members, the Chief Executive or the Director, to remain during the exempt session, be excluded from the meeting during consideration of the following item of business on the ground that its consideration will involve the disclosure of exempt information as defined in Section 100I of the Local Government Act 1972, by virtue of paragraphs 1 and 2 of Part 1 of Schedule 12A of the Act”

Also, if appropriate, the following resolution should be passed –

“(2) That members of the Council who are not members of this Sub-Committee be invited to remain.”

6. **Complaints against two Town Councillors (Case nos 11-2021 02-2022, 03-2022,) (Exempt item) (Agenda item 6)** (Pages 7 - 82)

Report of Deputy Monitoring Officer

7. **New Model Councillor Code of Conduct and Guidance (Agenda item 7)**

Exempt Items

Should the Standards Sub-Committee wish to consider a matter as an Exempt Item, the following resolution should be passed -

“(1) That the press, public, and officers not required by the Members, the Chief Executive or the Director, to remain during the exempt session, be excluded from the meeting during consideration of the following item of business on the ground that its consideration will involve the disclosure of exempt information as defined in Section 100I of the Local Government Act 1972.”

Also, if appropriate, the following resolution should be passed –

“(2) That members of the Council who are not members of the Standards Sub-Committee be invited to remain.”

Mobile phones and other mobile devices

All persons attending the meeting are requested to ensure that these devices are switched to silent mode. The chairman may approve an exception to this request in special circumstances.

Filming and recording of meetings

The proceedings of this meeting may be recorded for broadcasting purposes.

Anyone wishing to film part or all of the proceedings may do so unless the press and public are excluded for that part of the meeting or there is good reason not to do so, as directed by the Chairman. Any filming must be done as unobtrusively as possible from a single fixed position without the use of any additional lighting, focusing only on those actively participating in the meeting and having regard to the wishes of any members of the public present who may not wish to be filmed. As a matter of courtesy, anyone wishing to film proceedings is asked to advise the Chairman or the Assistant Director Legal & Governance and Monitoring Officer's representative before the start of the meeting so that all those present may be made aware that it is happening.

Members of the public may also use Facebook and Twitter or other forms of social media to report on proceedings at this meeting.

Emergency Evacuation Procedure

On hearing the alarm – (a continuous two tone siren)

Leave the room by the nearest exit door. Ensure that windows are closed.

Last person out to close the door.

Do not stop to collect personal belongings.

Do not use the lifts.

Follow the green and white exit signs and make your way to the assembly point.

Do not re-enter the building until authorised to do so by the Fire Authority.

Go to Assembly Point C – Outside the offices formerly occupied by Stephen & Co

Minutes

of the Meeting of

The Standards Sub-Committee

Tuesday, 6 September 2022

Rickford Room

Meeting Commenced: 2.00 pm

Meeting Concluded: 3.00 pm

Councillors:

Ann Harley
Mike Solomon
John Crockford-Hawley (substitute for James Tonkin)

Apologies: Councillors: James Tonkin..

Also in attendance:

Anita Smith, Independent Town Councillor
Nick Carter Brown, Independent Member

Officers in attendance: Sara Saunders (Deputy Monitoring Officer), Beth Solomon, Michèle Chesterman, Harriet Isherwood (Corporate Services)

STD Election of Chairperson for the meeting (Agenda item 1)

1

Resolved: that Councillor Crockford-Hawley be elected Chairperson for the meeting.

Councillor Crockford-Hawley in the Chair

STD Declaration of Disclosable Pecuniary Interest (Standing Order 37) (Agenda item 3)

2

None.

STD Exclusion of the press and public (Agenda item 4)

3

The Sub-Committee was invited to pass the following resolution:

“(1) That the press, public, and officers not required by the Members, the Chief Executive or the Director, to remain during the exempt session, be excluded from the meeting during consideration of the following item of business on the ground that its consideration will involve the disclosure of exempt information as defined in Section 100I of the Local Government Act 1972, by virtue of paragraphs 1 and 2 of Part 1 of Schedule 12A of the Act”

Also, if appropriate, the following resolution should be passed –

“(2) That members of the Council who are not members of this Sub-Committee be invited to remain.”

Resolved: that the resolutions be passed.

Item	Reason for Exemption
Minute No. STD 4	Paragraphs 1 & 2 of Schedule 12A of the Local Government Act 1972

STD 4 Complaints against two Town Councillors (Case nos: 11-2021 02-2022, 03-2022) (Exempt item) (Agenda item 5)

Sara Saunders, Deputy Monitoring Officer, outlined the complaints and then responded to questions from the Sub-Committee.

The Sub-Committee considered the complaint, together with the responses from the Councillors concerned, and received the views of the Independent Town Councillor and the Independent Member.

After much deliberation, the Sub-Committee

Resolved: that the matter be referred for further investigation by the Monitoring Officer.

Chairperson

Agenda Item 6

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