

Standards Assessment Sub-Committee – 21 September 2011

Minutes of the meeting of the **Standards Assessment Sub-Committee** held on **21 September 2011** when there were present:-

M G Drage	-	Independent Member (Chairman)
C I Black	-	Rochford District Council Elected Member
Cllr Mrs H L A Glynn	-	Rochford District Council Elected Member
Cllr Mrs D Constable	-	Parish Member

OFFICERS PRESENT

A Bugeja	-	Monitoring Officer
J Jakes	-	P A to Monitoring Officer
M Power	-	Committee Administrator

1 COMPLAINT NO. SC0010

Under its Terms of Reference and Procedure Rules, the Assessment Sub-Committee verified the validity of the complaint under review.

The information available concerning a possible breach of the Code of Conduct was considered.

The Sub-Committee concluded that sufficient information had not been submitted by the Complainants to satisfy it that the complaint should be referred for investigation and accordingly no action should be taken unless further information was received.

Review of the complaint, however, did give rise to concerns by the Sub-Committee around the way in which the Parish Council in question conducted its meetings, and the Monitoring Officer was asked to notify the Parish Clerk of these concerns and its suggestion that training on Chairmanship and meeting procedures would be advisable.

Resolved

That no action be taken unless further information was received.

It was further recommended:-

That the Monitoring Officer notifies the Parish Clerk of the Sub-Committee's concerns regarding Chairmanship and meeting procedure and the advisability of addressing these matters through appropriate training.

The meeting commenced at 10.00 am and closed at 11.02 am.

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