

HOUGHTON REGIS TOWN COUNCIL
Complaints Sub-Committee
30th January 2018 at 6.30pm.

Present:	Councillors:	Ms L Ellaway K Wattingham T Welch	Chairman Substitute
Also Present:	Officer:	Clare Evans Debbie Marsh	Town Clerk Corporate Services Manager
	Public:	1	

CO16 APOLOGIES AND SUBSTITUIONS

Apologies were received from Councillor A Swain (Councillor T Welch substituted).

CO17 QUESTIONS FROM THE PUBLIC

None

CO18 DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS

Councillor L Ellaway and Councillor K Wattingham declared a personal not pecuniary interest.

CO19 MINUTES

The Committee received the minutes of the Complaints Sub-Committee meeting held on 28th November 2017 and 5th December 2017 for consideration.

Resolved: That the minutes of the Complaints Sub-Committee meeting held on 28th November 2017 and 5th December 2017 be approved as a correct record and signed accordingly.

CO20 EXCLUSION OF PRESS AND PUBLIC

- **Formal Complaint**

Resolved: In accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting during the consideration of the item set out below on the grounds that publicity would be prejudicial to the general interest by reason of the confidential nature of the business to be transacted.

CO21 FORMAL COMPLAINT

Members were requested to consider correspondence, as attached, in relation to a formal complaint received on the 25th October 2017.

Evidence in support of the complaint, submitted by the complainant, was provided to Members.

The Sub-Committee deliberated all evidence provided and agreed to adjourn the meeting so that advice could be sought in order to support the outcome.

**Resolved: To adjourn the meeting and to reconvene on the 19th
February 2018 at 4.15pm.**

The Chairman declared the meeting adjourned at 8.35pm