

HOUGHTON REGIS TOWN COUNCIL
Complaints Sub-Committee
11th April 2018 at 7.00pm.

Present:	Councillors:	Ms L Ellaway J Carroll AS Swain	Chairman Substitute	
Also Present:	Officer:	Debbie Marsh	Corporate Manager	Services
	Public:	1		

CO22 APOLOGIES AND SUBSTITUTIONS

Apologies were received from Councillor K Wattingham, Councillor J Carroll substituted.

CO23 QUESTIONS FROM THE PUBLIC

None

CO24 SPECIFIC DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS

None

CO25 MINUTES

The Committee received the minutes of the Complaints Sub-Committee meetings held on 30th January 2018 and 19th February 2018 for consideration.

Resolved: That the minutes of the Complaints Sub-Committee meeting held on 30th January 2018 and 19th February 2018 be approved as a correct record and signed accordingly.

CO26 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.

CO27 FORMAL COMPLAINT

Members were requested to consider correspondence, in relation to a formal complaint received on the 12th February 2018.

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

The Sub-Committee deliberated all evidence provided and agreed that the complaint did not fall under the remit of the committee and therefore referred the complainant to the Town Clerk.

Resolved: **To report to Town Council that the formal complaint, received on the 12th February 2018, was not upheld as it was not a matter for the complaint sub-committee to consider.**

The Chairman declared the meeting closed at 8.40pm