

## MINUTES...Helpston Parish Council Extraordinary Meeting held 12<sup>th</sup> February 2018 in the Village Hall

Present: Cllrs. J Dobson (chair), R Morton, A Bradley, L Newitt, G Jolly, J Mead; the Clerk S Smith.

161/17-18     **1. Apologies:** Cllrs. D Dykes, T Thompson, A Driver.

Prior to any discussion on the resolution at 2 below, the Clerk outlined the procedures and rules governing the formation of Committees and Sub-Committees.

Ref: Local Government Act 1972 S101... “A Council can arrange to have any of its functions exercised by a Committee which can in turn arrange to have them exercised by a Sub-Committee.”

Ref: Public Bodies (Admission to Meetings) Act 1960 S1(4)(a) and LGA 1972 S100(2)

“The public has no statutory right to attend a meeting of a sub-committee if the work of the sub-committee, is confidential or considers information about individuals, disclosure of which would breach the obligations of a council under the Data Protection Act 1998, or information that is commercially sensitive, then it is not desirable for the public to be present.”

“Minutes of a sub-committee record the resolutions that have been made at them. Resolutions that are confidential and are not in the public interest must be recorded but without undermining or disclosing confidential information.”

The Clerk also reported several social media comments published which questioned the remit of the meeting and the perception that the sub-committee would discuss business already dealt with at the 5<sup>th</sup> February meeting. He had assured the only correspondent who had expressed his concerns directly that this was not the case and that council was dealing with quite another matter, in confidence, as is normal proper lawful practice.

162/17-18     **2. Resolution: (Cllr Dobson): To form a sub-committee of the Parish Council, possibly including members of the public, to consider specific Village plans:**

The Clerk gave details of recent correspondence and other material which had come to his attention. He and the Chairman also tabled material and plans prepared in 2007 in order to inform the meeting.

After discussion the material was considered to be confidential. The resolution was then put, seconded and agreed unanimously

163/17-18     **3. Role and Membership of the sub-committee:**

It was agreed that the sub-committee would consist of those present (excepting Cllr. AB) and any other members determined by the sub-committee as necessary.

All options arising from the information were explored and the Clerk was instructed to follow an agreed five-step action plan. **Action: SS**

It was emphasised that all discussion at this meeting was in strict confidence. **Action: ALL**

Progress would be reviewed in sub-committee at the end of the next meetings agenda.

**Action: SS**

Sub-committee member voting would be confined to elected councillors, as is proper practice.

Sub-committee recommendations would be considered by the full Council when appropriate.

164/17-18     **4. Date of NEXT MEETING: 5<sup>th</sup> March 2018**

**The Chairman closed the meeting at 8.45pm**