



Brixworth Parish Council

**Councillors are hereby summoned to attend an extraordinary meeting of the Parish Council to be held
on**

Thursday 21st March 2019 at 800pm

in the Community Centre & Library, Spratton Road, Brixworth

The press and public are also invited to attend

AGENDA

*Confidential
Supporting
Papers*

1. **Welcome**
2. **Apologies for absence and acceptance of any apologies for absence**
 - 2.1 Consider any received apologies.
3. **Declarations of Interest**
 - 3.1 Members' declarations of interests on agenda items only
4. **To consider the exclusion of the press and public**
 - 4.1 Consider to resolve to exclude the press and public from the meeting as it would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted. This is in accordance with the Public Bodies (Admission to meetings) Act 1960
5. **The Complaints Procedure**
 - 5.1 Overview of the Complaints Procedure **A**
6. **To receive and consider a formal complaint submitted – BPC/18/01**
 - 6.1 The complainant or representative will outline the grounds for the **first complaint** before any questions from the Clerk then the Parish Councillors. **B**
 - 6.2 The Clerk will explain the Council's position before any questions from the complainant, and then from the Parish Councillors.
 - 6.3 The complainant and Clerk will then summarise their position
 - 6.4 The complainant and Clerk will leave the room
 - 6.5 The Councillors decide on whether there are grounds for the complaint to be upheld or not. (Unless it wants to finalise this on another day)
7. **To receive and consider a formal complaint reference BPC/18/02**
 - 7.1 The complainant or representative will outline the grounds for the **second complaint** before any questions from the Clerk then the Parish Councillors. **C**
 - 7.2 The Clerk will explain the Council's position before any questions from the complainant, and from the Parish Councillors.

- 7.3 The complainant and Clerk will then summarise their position
- 7.4 The complainant and Clerk will leave the room
- 7.5 The Councillors decide on whether there are grounds for the complaint to be upheld or not.
(Unless it wants to finalise this on another day)

8. To receive and consider a formal complaint reference BPC/18/03 **D**

- 8.1 The complainant or representative will outline the grounds for the **third complaint** before any questions from the Clerk then the Parish Councillors.
- 8.2 The Clerk will explain the Council's position before any questions from the complainant.
and from the Parish Councillors.
- 8.3 The complainant and Clerk will then summarise their position
- 8.4 The complainant and Clerk will leave the room
- 8.5 The Councillors decide on whether there are grounds for the complaint to be upheld or not.
(Unless it wants to finalise this on another day)

9. To receive and consider a formal complaint reference BPC/18/04 **E**

- 9.1 The complainant or representative will outline the grounds for the **fourth complaint** before any questions from the Clerk then the Parish Councillors.
- 9.2 The Clerk will explain the Council's position before any questions from the complainant.
and from the Parish Councillors.
- 9.3 The complainant and Clerk will then summarise their position
- 9.4 The complainant and Clerk will leave the room
- 9.5 The Councillors decide on whether there are grounds for the complaint to be upheld or not.
(Unless it wants to finalise this on another day)

10. To receive and consider a formal complaint reference BPC/18/05 **F**

- 10.1 The complainant or representative will outline the grounds for the **fifth complaint** before any questions from the Clerk then the Parish Councillors.
- 10.2 The Clerk will explain the Council's position before any questions from the complainant.
and from the Parish Councillors.
- 10.3 The complainant and Clerk will then summarise their position
- 10.4 The complainant and Clerk will leave the room
- 10.5 The Councillors decide on whether there are grounds for the complaint to be upheld or not.
(Unless it wants to finalise this on another day)

11. Council Decision

- 11.1 To announce and record the Parish Council's decisions with regard to the five formal written complaints. **

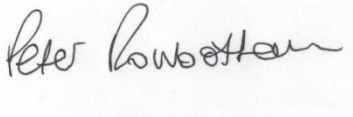
*Any decision will normally be confirmed in writing within seven working days.
The result of the proceedings will be reported at the next Council Meeting after allowing the time allowed for the submission of any appeal.*

12. To note the date of the next meeting

- 12.1 Thursday 28th March 2019

13. Urgent matters for report only

- (Notified to the Chairman before the meeting)



Mr Peter Rowbotham
Clerk to the Council
15th March 2019

10 Shelland Close
Market Harborough
Leicestershire
LE16 7XU
Tel : 079 8314 1786
Email:clerk@brixworthpc.org.uk

**Notes

Should the complainant not agree with the decision he/she will be entitled to appeal the decision within fourteen days of receipt of the result of the proceedings.