

## HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the REFERRALS (ASSESSMENT) SUB COMMITTEE held in Meeting Room 1, Pathfinder House, St Mary's Street, Huntingdon, PE29 3TN on Wednesday, 12 November 2008.

PRESENT: Mr P L Boothman – Chairman.  
Councillor Mrs B E Boddington and Mr G Watkins.

### **25. MINUTES**

The Minutes of the meeting of the Sub Committee held on 16<sup>th</sup> October 2008 were approved as a correct record and signed by the Chairman.

### **26. MEMBERS' INTERESTS**

No declarations were received.

### **27. TERMS OF REFERENCE**

The Terms of Reference of the Sub Committee were noted.

### **28. GUIDANCE TO ASSIST ASSESSMENT OF CASE**

The guidance produced by the Standards Board for England and collated by the Monitoring Officer to assist the Sub Committee in their assessment of the case submitted was received and noted.

### **29. EXCLUSION OF PRESS AND PUBLIC**

RESOLVED

that the public be excluded from the meeting because the business to be transacted contains exempt information under paragraph 7(c) relating to the deliberations of a Sub Committee of the Standards Committee established under the provisions of Part 3 of the Local Government Act 2000.

### **30. PRE ASSESSMENT REPORT AND ENQUIRIES - CASE NO. 6**

Members considered the following documents (copies of which are appended in the Minute Book) collated by the Monitoring Officer to assist the Sub Committee in its deliberations –

- (a) pre assessment report by the Monitoring Officer;
- (b) original letter of complaint dated 9<sup>th</sup> September 2008;
- (c) response to letter by the Monitoring Officer dated 12<sup>th</sup> September 2008;
- (d) further letter from complainant dated 3<sup>rd</sup> October plus enclosure;

- (e) letter received from Councillor I Stott dated 16<sup>th</sup> October 2008;
- (f) declaration of financial and other interests; and
- (g) minutes of Parish Council Planning Committee – 24<sup>th</sup> July 2008.

**31. INITIAL ASSESSMENT - CASE NO. 6**

Having considered the allegation made in the case, seeking the advice of the Monitoring Officer as necessary, the Sub Committee

RESOLVED

- (a) that the allegation made by Mr and Mrs B Spanner be not referred for investigation; and
- (b) that the matter be referred to the Monitoring Officer for other action and arrangements made to provide training for the Clerk and Members of Hilton Parish Council in connection with the Code of Conduct as set out in the "Decision Notice; Referral For Other Action" appended to these Minutes.

**32. CASE NO. 3 - COMPLAINT REFERRED FOR OTHER ACTION**

Further to Minute No. 15 of their meeting held on 28<sup>th</sup> July 2008, the Sub Committee were advised that the Monitoring Officer had attended a meeting of Kimbolton and Stonely Parish Council on 23<sup>rd</sup> October 2008 to present a training session on the Code of Conduct.

In accordance with paragraph 4(c)(i) of the Standards Committee (England) Regulations 2008, the Monitoring Officer reported that the three Members subject to the original complaint of misconduct namely Councillors L Farrer, Mrs D Hellett and P Seabrook were present at the session in addition to seven other Members of the Parish Council and that they received training on the Code as specified by the Sub Committee. Having expressed their satisfaction with the action taken by the Monitoring Officer in the case, the Committee

RESOLVED

that it be confirmed that the Monitoring Officer had dealt with the aforementioned matter in accordance with the direction received.

Chairman