

DUNCHIDEOCK PARISH COUNCIL

Meeting of the Employment and Complaints Committee, on Wednesday 3rd October 2018 at 7.30pm in the Village Hall, Dunchideock

MINUTES

Present: Cllrs Moor, Bean and Robson and Mrs C Retallick (locum clerk)

PART I (Open to the Public)

1. Apologies for Absence. – None were received

2. Election of Chairman. Cllr Robson proposed Cllr S Moor for Chairman and Cllr Bean seconded the proposal and Cllr Moor accepted the office of Chairman.

3. Terms of Reference – These were set by the full council, reviewed by the committee. The process of receiving complaints was discussed and the committee felt that an emailed submission should be in a standard word format so that sections from the submission could be copied and pasted into any decision report produced by the committee. This suggestion will be presented for amendment to the full council.

4. Date of the next meeting- To be arranged

PART II (Private)

Items which may be taken in the absence of the Public and Press on the grounds that Exempt Information may be disclosed.

1. Complaints.

Meeting closed at 9.07pm