



To All Credition Town Councillors

You are hereby summoned to attend a **Complaints Appeal Committee Meeting**, which will be held on **Thursday, September 28, 2023, at 14:00, at The Bungalow, Credition Town Council Offices, North Street, Credition, EX17 2BT.**

This meeting may be livestreamed via Facebook in order to allow Members of the Public to watch the meeting.

The purpose of the meeting is to transact the following business.

**Rachel Avery PSLCC**

**Town Clerk**

**Friday, 22 September 2023**

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Please note that:

- Members of the Press & Public are invited to attend under the Public Bodies (Admission to Meetings) Act 1960. Members of the public will be given the opportunity to address councillors in attendance as part of the agenda.
- Under the Openness of Local Government Bodies Regulations 2014, any members of the public or press are allowed to take photographs, film and audio record the proceedings and report on all public sections of the meeting.
- Under the Local Government Act (LGA) 1972 Sch 12 10(2)(b), Credition Town Council is unable to make any decision on matters not listed within the agenda.
- Credition Town Council will always attempt to record and livestream meetings to Credition Town Council's social media platforms.

# AGENDA

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## **1 - Election of Committee Chair 2023/24**

To elect a Committee Chair for the ensuing council year 2023/24

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## **2 - Apologies**

To receive and accept Town Councillor apologies (apologies should be made to the Town Clerk)

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## **3 - Declarations of Interests and Requests for Dispensations**

- To receive declarations of personal interest and disclosable pecuniary interests (DPI's) in respect of items on this agenda

- To consider and dispensation requests (requests should be made to the Town Clerk prior to the meeting)

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## **4 - Part II**

To resolve that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for the following items as it involves the likely disclosure of sensitive and confidential information

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## **5 - Complaint Appeal**

To review the procedure relating to an individuals complaint and to consider whether the process was carried out according to the adopted Complaints Policy (findings will be reported to Full Council)

NOTE: All Part II documentation will be held in SharePoint for members of the committee to access due to volume

