

Minutes of a meeting of the **Standards Committee** held at Thorpe Lodge, 1 Yarmouth Road, Thorpe St Andrew, Norwich on **Wednesday 3 April 2019** at **11am** when there were present:

Mr R J Knowles – Chairman

**Elected Members**

Mr R F Grady  
Mr K G Leggett MBE  
Mr D Roper

**Co-opted Parish and Town Council Members**

Mr N Brennan  
Ms R Goodall  
Mr V J Pennells  
Mrs M Temple

Also in attendance were the Head of Democratic Services & Monitoring Officer and the Senior Committee Officer.

**1 APOLOGIES FOR ABSENCE**

No apologies for absence had been received.

**2 MINUTES**

The Minutes of the meeting held on 6 November 2017 were confirmed as a correct record and signed by the Chairman.

*Minute no: 3 – Code of Practice for Planning Members*

Members expressed their pleasure at Council accepting all of the changes proposed by the Committee.

**3 MONITORING OFFICER'S REPORT – NOVEMBER 2017 TO APRIL 2019**

In introducing his report, the Head of Democratic Services & Monitoring Officer advised the Committee that this was his last meeting of the Standards Committee. The Council would be appointing its new Monitoring Officer at its meeting on 25 April 2019.

In terms of the report, this supported assurance statements included in the draft Annual Governance Statement and provided a review of the Monitoring Officer's work as part of the Council's governance arrangements and system of internal control. The reporting period covered a slightly extended period as it was aimed at covering off the time leading up to the introduction of the new senior management structure as part of the collaboration work with South Norfolk Council. Appended to the report was a summary of the Code of

Conduct complaints for the same period, together with the outcome.

The Head of Democratic Services & Monitoring Officer reported that a considerable amount of work had taken place behind the scenes, particularly with parish and town councils. There had been issues with two parish councils in particular, which had ceased to function for a period of time. He had recently been appointed to serve on Blickling Parish Council but it was anticipated they would have sufficient parish councillors after 2 May. Historically, the parish council had not undergone any elections for the past 30 years; with the third generation of a family chairing the meetings. However, all the parish councilors had recently resigned and there was a suggestion that the parish council be disbanded. However, a number of people had subsequently expressed their interest in joining the parish council and five were co-opted as parish councilors. In addition, a number of nominations had been received for the forthcoming parish council elections on 2 May. The Clerk had advised that she would shortly be retiring and the Clerk to Aylsham Town Council had subsequently agreed to assist for the next 12 months.

Gt Witchingham Parish Council had gone through a particularly difficult period; this was mainly due to personality issues with the parish councilors resulting in “tit for tat” complaints but also some issues with the Parish Clerk. However, all issues had now been resolved and the parish council was fully functional.

The Head of Democratic Services & Monitoring Officer concluded that training would be provided by the new Monitoring Officer fairly early in the new municipal year.

On behalf of the Committee and Members generally, the Chairman thanked the Head of Democratic Services & Monitoring Officer for all his good work in the past and wished him well for the future.

*The meeting closed at 11:08am*