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## NORTH HERTFORDSHIRE DISTRICT COUNCIL

### MINUTES

Meeting of the Council held in the Council Chamber, District Council Offices, Letchworth Garden City, SG6 3JF  
on Thursday, 23rd May, 2024 at 7.30 pm

**PRESENT:** Councillors: Clare Billing (Chair), Tina Bhartwas (Vice-Chair), Ian Albert, Amy Allen, Daniel Allen, David Barnard, Matt Barnes, Sadie Billing, Ruth Brown, Cathy Brownjohn, Val Bryant, Rhona Cameron, David Chalmers, Jon Clayden, Ruth Clifton, Sam Collins, Mick Debenham, Elizabeth Dennis, Emma Fernandes, Joe Graziano, Dominic Griffiths, Chris Hinchliff, Keith Hoskins, Steve Jarvis, Tim Johnson, Chris Lucas, Ian Mantle, Nigel Mason, Bryony May, Caroline McDonnell, Ralph Muncer, Michael Muir, Sean Nolan, Steven Patmore, Louise Peace, Vijaiya Poopalasingham, Sean Prendergast, Martin Prescott, Emma Rowe, Claire Strong, Tamsin Thomas, Tom Tyson, Paul Ward, Laura Williams, Alistair Willoughby, Stewart Willoughby, Claire Winchester, Dave Winstanley, Donna Wright and Daniel Wright-Mason.

**IN ATTENDANCE:** Isabelle Alajooz (Legal Manager and Deputy Monitoring Officer), Ian Couper (Service Director - Resources), Jo Doggett (Service Director - Housing & Environmental Health), Caroline Jenkins (Committee, Member and Scrutiny Officer), Susan Le Dain (Committee, Member and Scrutiny Officer), James Lovegrove (Committee, Member and Scrutiny Manager), Jeevan Mann (Scrutiny Officer), Callum Reeve (Democratic Services Apprentice), Anthony Roche (Managing Director), Melanie Stimpson (Democratic Services Manager) and Sjanet Wickenden (Committee, Member and Scrutiny Officer).

**ALSO PRESENT:**

*The High Sheriff of Hertfordshire, Annie Brewster.*

*There were 10 Members of the public present.*

#### 286 ELECTION OF THE CHAIR OF COUNCIL FOR THE CIVIC YEAR 2024-25

*Audio recording – 2 minutes 42 seconds*

Councillor Daniel Allen, as Chair, called for nominations for the position of Chair of the Council for the Civic Year 2024-25.

Councillor Daniel Allen nominated Councillor Clare Billing for the Chair of the Council 2024-25. This was seconded by Councillor Nigel Mason.

*N.B Councillor Daniel Wright-Mason entered the Chamber at 19:36*

Councillor Ruth Brown nominated Councillor David Chalmers for the Chair of the Council 2024-25. This was seconded by Councillor Tom Tyson.

Councillor Ruth Brown requested a recorded vote.

The vote for Councillor Clare Billing was:

VOTE TOTALS:

YES	:	25
ABSTAIN	:	0
NO	:	0
TOTAL	:	25

THE INDIVIDUAL RESULTS WERE AS FOLLOWS:

Cllr Daniel Allen	YES
Cllr Alistair Willoughby	YES
Cllr Amy Allen	YES
Cllr Cathy Brownjohn	YES
Cllr Chris Hinchliff	YES
Cllr Clare Billing	YES
Cllr Daniel Wright-Mason	YES
Cllr Dave Winstanley	YES
Cllr Donna Wright	YES
Cllr Elizabeth Dennis	YES
Cllr Emma Fernandes	YES
Cllr Emma Rowe	YES
Cllr Ian Albert	YES
Cllr Ian Mantle	YES
Cllr Laura Williams	YES
Cllr Mick Debenham	YES
Cllr Nigel Mason	YES
Cllr Rhona Cameron	YES
Cllr Sadie Billing	YES
Cllr Sean Nolan	YES
Cllr Stewart Willoughby	YES
Cllr Tamsin Thomas	YES
Cllr Tina Bhartwas	YES
Cllr Val Bryant	YES
Cllr Vijaiya Poopalasingham	YES

The vote for Councillor David Chalmers was:

VOTE TOTALS:

YES	:	25
ABSTAIN	:	0
NO	:	0
TOTAL	:	25

THE INDIVIDUAL RESULTS WERE AS FOLLOWS:

Cllr Bryony May	YES
Cllr Caroline McDonnell	YES
Cllr Chris Lucas	YES
Cllr Claire Strong	YES
Cllr Claire Winchester	YES
Cllr David Chalmers	YES
Cllr David Barnard	YES
Cllr Dominic Griffiths	YES
Cllr Joe Graziano	YES
Cllr Jon Clayden	YES

Cllr Keith Hoskins	YES
Cllr Louise Peace	YES
Cllr Martin Prescott	YES
Cllr Matt Barnes	YES
Cllr Michael Muir	YES
Cllr Paul Ward	YES
Cllr Ralph Muncer	YES
Cllr Ruth Brown	YES
Cllr Ruth Clifton	YES
Cllr Sam Collins	YES
Cllr Sean Prendergast	YES
Cllr Steve Jarvis	YES
Cllr Steven Patmore	YES
Cllr Tim Johnson	YES
Cllr Tom Tyson	YES

As a result of a tied vote Councillor Daniel Allen, as Chair, used his casting vote, and it was:

**RESOLVED:** That Councillor Clare Billing be elected as Chair of the Council for the Civic Year 2024-25.

Councillor Clare Billing took the Chair then read and signed the Statutory Declaration of Acceptance of Office and took possession of the Chain of Office. Councillor Billing thanked the Council for her election as Chair.

Having been proposed by Councillor Clare Billing, as Chair, and seconded by Councillor Nigel Mason it was:

**RESOLVED:** That the Council placed on record its sincere thanks and appreciation to Councillor Daniel Allen for his service as Chair of the Council during the past year and also to his Consort Councillor Amy Allen for her help and support during his term of office.

## 287 APOLOGIES FOR ABSENCE

*Audio recording – 18 Minutes 50 seconds*

Apologies for absence were received from Councillor Lisa Nash.

## 288 ELECTION OF THE VICE CHAIR OF THE COUNCIL FOR THE CIVIC YEAR 2024-25

*Audio recording – 19 minutes 14 seconds*

The Chair called for nominations for the position of Vice-Chair of the Council for the Civic Year 2024-25.

Councillor Daniel Allen nominated Councillor Tina Bhartwas for Vice-Chair of the Council 2024-25. This was seconded by Councillor Tamsin Thomas.

Councillor Ruth Brown nominated Councillor Sean Prendergast for Vice-Chair of the Council 2024-25. This was seconded by Councillor Tom Tyson.

Councillor Ruth Brown requested a recorded vote.

The vote for Councillor Tina Bhartwas was:

VOTE TOTALS:

YES	:	25
ABSTAIN	:	0
NO	:	0
TOTAL	:	25

THE INDIVIDUAL RESULTS WERE AS FOLLOWS:

Cllr Daniel Allen	YES
Cllr Alistair Willoughby	YES
Cllr Amy Allen	YES
Cllr Cathy Brownjohn	YES
Cllr Chris Hinchliff	YES
Cllr Clare Billing	YES
Cllr Daniel Wright-Mason	YES
Cllr Dave Winstanley	YES
Cllr Donna Wright	YES
Cllr Elizabeth Dennis	YES
Cllr Emma Fernandes	YES
Cllr Emma Rowe	YES
Cllr Ian Albert	YES
Cllr Ian Mantle	YES
Cllr Laura Williams	YES
Cllr Mick Debenham	YES
Cllr Nigel Mason	YES
Cllr Rhona Cameron	YES
Cllr Sadie Billing	YES
Cllr Sean Nolan	YES
Cllr Stewart Willoughby	YES
Cllr Tamsin Thomas	YES
Cllr Tina Bhartwas	YES
Cllr Val Bryant	YES
Cllr Vijaiya Poopalasingham	YES

The vote for Councillor Sean Prendergast was:

VOTE TOTALS:

YES	:	25
ABSTAIN	:	0
NO	:	0
TOTAL	:	25

THE INDIVIDUAL RESULTS WERE AS FOLLOWS:

Cllr Bryony May	YES
Cllr Caroline McDonnell	YES
Cllr Chris Lucas	YES
Cllr Claire Strong	YES
Cllr Claire Winchester	YES
Cllr David Chalmers	YES
Cllr David Barnard	YES
Cllr Dominic Griffiths	YES
Cllr Joe Graziano	YES
Cllr Jon Clayden	YES

Cllr Keith Hoskins	YES
Cllr Louise Peace	YES
Cllr Martin Prescott	YES
Cllr Matt Barnes	YES
Cllr Michael Muir	YES
Cllr Paul Ward	YES
Cllr Ralph Muncer	YES
Cllr Ruth Brown	YES
Cllr Ruth Clifton	YES
Cllr Sam Collins	YES
Cllr Sean Prendergast	YES
Cllr Steve Jarvis	YES
Cllr Steven Patmore	YES
Cllr Tim Johnson	YES
Cllr Tom Tyson	YES

As a result of a tied vote Councillor Clare Billing, as Chair, used her casting vote, and it was:

**RESOLVED:** That Councillor Tina Bhartwas be elected as Vice-Chair of the Council for the Civic Year 2024-25.

Councillor Tina Bhartwas then read and signed the Statutory Declaration of Acceptance of Office and took possession of the Chain of office. Councillor Bhartwas thanked the Council for her election as Vice-Chair and advised that her Consort for the year would be Shane Dangar.

## 289 MINUTES - 18 APRIL 2024

*Audio Recording – 26 minutes 59 seconds*

The Chair advised that although the Minutes of the previous meeting could be moved and seconded by members who were not present at that meeting, it is preferable that those who were not present should abstain from voting.

Councillor Clare Billing, as Chair, proposed and Councillor Ruth Brown seconded and, following a vote, it was:

**RESOLVED:** That the Minutes of the Meeting of the Committee held on 18 April 2024 be approved as a true record of the proceedings and be signed by the Chair.

## 290 CHAIR'S ANNOUNCEMENTS

*Audio recording – 28 minutes 6 seconds*

- (1) The Chair advised that, in accordance with Council Policy, the meeting would be recorded.
- (2) The Chair reminded Members that the Council had declared both a Climate Emergency and an Ecological Emergency. These are serious decisions, and mean that, as this was an emergency, all of us, Officers and Members had that in mind as we carried out our various roles and tasks for the benefit of our District.
- (3) The Chair drew attention to the item on the agenda front pages regarding Declarations of Interest and reminded Members that, in line with the Code of Conduct, any Declarations of Interest needed to be declared immediately prior to the item in question.
- (4) The Chair advised that the normal procedure rules in respect of debate and times to speak will apply.

- (5) The Chair advised that 4.8.23(a) of the Constitution did not apply to this meeting. A comfort break would be held at an appropriate time, should proceedings continue at length.
- (6) The Chair welcomed and congratulated the newly elected Members following the elections on 2 May: Councillors Tina Bhartwas, Sadie Billing, Rhona Cameron, David Chalmers, Jon Clayden, Ruth Clifton, Emma Fernandes, Joe Graziano, Tim Johnson, Caroline McDonnell, Steven Patmore, Vijaiya Poopalasingham, Martin Prescott, Emma Rowe, Paul Ward, Laura Williams, Stewart Willoughby, Claire Winchester and Donna Wright. Thursday, 23rd May, 2024
- (7) The Chair congratulated those Councillors successfully re-elected: Councillors Ian Albert, Amy Allen, Daniel Allen, David Barnard, Matt Barnes, Clare Billing, Ruth Brown, Cathy Brownjohn, Val Bryant, Sam Collins, Mick Debenham, Elizabeth Dennis, Dominic Griffiths, Chris Hinchliff, Keith Hoskins, Steve Jarvis, Chris Lucas, Ian Mantle, Nigel Mason Bryony May, Michael Muir, Ralph Muncer, Lisa Nash, Sean Nolan, Louise Peace, Sean Prendergast, Claire Strong, Tamsin Thomas, Tom Tyson, Alistair Willoughby, Dave Winstanley and Daniel Wright-Mason.
- (8) The Chair thanked former Councillors Richard Thake, Gerald Morris, Mandi Tandi, Adam Compton, Michael Weeks, Raj Bhakar, Terry Tyler, James Denselow, Daniel Marsh and Tom Plater who did not stand for re-election.
- (9) The Chair thanked former Councillors Simon Bloxham, Juan Cowell, Faye Frost, Terry Hone, David Levett, Ian Moody and Phil Weeder who were unsuccessful in being re-elected.
- (10) The Chair reminded Members to complete their Register of Interest forms by the 31 May 2024.
- (11) The Chair reminded Members to complete their election expenses by 7 June 2024.
- (12) The Chair encouraged Members, Agents and Election Candidates to complete the post-Election survey by the 31 May 2024.
- (13) The former Chair confirmed the amount raised for his chosen charities Feed Up Warm Up and Resolve, during the civic year 2023-24 and presented a cheque to a representative from Resolve.
- (14) The Chair advised that her chosen charity for the Civic Year 2024-25 would be Sands.
- (15) The Chair offered thanks to Penny Copestake, Chair's Secretary, on behalf of former Chair Daniel Allen, and announced that a bouquet would be sent in recognition of her hard work and support.
- (16) Members paid tribute followed by a silence for former Councillor Michael Weeks.

The following Members paid tribute:

- Councillor Elizabeth Dennis
- Councillor David Barnard
- Councillor Alistair Willoughby
- Councillor Ralph Muncer

**291 DISTRICT COUNCIL ELECTION RESULTS (INCLUDING ALL POLLS) - 2 MAY 2024**

*Audio recording – 48 Minutes 28 seconds*

The Returning Officer presented the report regarding the results of the District Council, Police and Crime Commissioner for North Hertfordshire and the uncontested Town and Parish Council elections.

The following Members thanked all the staff involved in the elections:

- Councillor Ralph Muncer
- Councillor Ruth Brown
- Councillor Daniel Allen

Councillor Ruth Brown proposed and Councillor Daniel Allen seconded and, following a vote, it was:

**RESOLVED:** That the report of the Returning Officer regarding the election results of the District Council, Police and Crime Commissioner for North Hertfordshire and the uncontested Town and Parish Council elections was noted.

**REASON FOR DECISION:** To inform Members of the results of the elections held on 2 May 2024.

**292 ELECTION OF THE LEADER OF THE COUNCIL 2024-28**

*Audio recording – 51 minutes 42 seconds*

Councillor Clare Billing, as Chair, called for nominations for the position of Leader of the Council 2024-28.

Councillor Nigel Mason nominated Councillor Daniel Allen for the Leader of the Council 2024-28. This was seconded by Councillor Val Bryant and, following a vote, it was:

**RESOLVED:** That Councillor Daniel Allen be elected as Leader of the Council for 2024-2028.

The Leader of the Council, Councillor Daniel Allen, proposed and Councillor Clare Billing seconded and it was:

**RESOLVED:** That the Council placed on record its sincere thanks and appreciation to Councillor Elizabeth Allen for her service as Leader of the Council 2021-2024.

**293 APPOINTMENT OF THE DEPUTY LEADER OF COUNCIL AND MEMBERS OF THE CABINET FOR 2024/25**

*Audio recording – 54 minutes 17 seconds*

The Chair invited Councillor Daniel Allen, Leader of the Council to move the report regarding the appointment of the Deputy Leader and Members of the Cabinet for the Civic Year 2024-25.

Councillor Daniel Allen proposed and Councillor Nigel Mason seconded, and following a vote, it was:

**RESOLVED:**

- (1) That the appointment of the Deputy Leader of the Council for the Civic Year 2024/25 was noted as Councillor Val Bryant.
- (2) That the Members appointed as Executive Members of the Cabinet for 2024/25 and the areas for which they will be responsible as detailed in Appendix A, provided as a supplementary document, was noted.

**REASON FOR DECISIONS:** To comply with the provisions of the Local Government Act 2000 and Sections 4.8.1 (a) (vii), 5.2 and 5.3.4 of the Council's Constitution.

**294 APPOINTMENT OF MEMBERS OF COMMITTEES, JOINT COMMITTEES AND PANELS FOR 2024/25**

*Audio recording – 56 minutes 30 seconds*

The Chair noted that the Conservative Group Leader had advised of the following appointments:

- Finance, Audit and Risk Committee Substitute would be Councillor Claire Strong.
- Planning Control Committee Substitute would be Councillor Joe Graziano.
- Standards Committee Substitute would be Councillor Ralph Muncer.

The Group Leaders were invited by the Chair to appoint members to the remaining vacancies. The Group Leaders informed the Chair that they would advise the Proper Officer of the appointments at a later date.

The Leader of the Council, Daniel Allen confirmed that the Deputy Leader, Councillor Val Bryant would be the substitute on the Herts Growth Board.

The Chair invited Councillor Daniel Allen, Leader of the Council to move the report regarding the appointment of the Members of Committees, Sub-Committees, Working Groups and Panels for 2024-25.

Councillor Daniel Allen proposed and Councillor Ruth Brown seconded, and following a vote, it was:

**RESOLVED:**

- (1) That, for 2024/25, the seats allocated to each political group on the Committees to which Section 15 of the Local Government and Housing Act 1989 applies and the seats allocated to each political party on the bodies to which Section 15 of the Local Government and Housing Act 1989 does not apply, as set out in Appendix A of the report, was noted.
- (2) That, for 2024/25, Members be appointed to the various Committees and other bodies in accordance with the wishes of the individual political groups, as detailed in Appendix B provided as a supplementary document, to this report, with the addition of:
  - Councillor Claire Strong as Conservative Substitute on the Finance Audit and Risk Committee.
  - Councillor Joe Graziano as the Conservative Substitute on the Planning Control Committee.
  - Councillor Ralph Muncer as the Conservative Substitute on the Standards Committee.
  - The Deputy Leader as the Substitute on the Herts Growth Board.



- (3) That, for 2024/25, each political group leader be appointed to the Constitutional and Governance Working Group and the Community Governance Review Working Group, as detailed in 8.6 of the report.

**REASON FOR DECISIONS:** To comply with the provisions of Section 15 of the Local Government and Housing Act 1989.

## 295 APPOINTMENT OF CHAIRS AND VICE-CHAIRS OF COMMITTEES FOR 2024/25

*Audio recording – 1 hour 1 minute 14 seconds*

The Chair noted that the Liberal Democrat Group Leader had advised of the following appointments:

- Councillor Ruth Brown as the Vice-Chair of the Employment Committee.
- Councillor Ruth Brown as the Vice-Chair of the Joint Staff Consultative Committee.

The Chair invited Councillor Daniel Allen, Leader of the Council to move the report regarding the appointment of Chair and Vice-Chairs of Committees for the Civic Year 2024-25.

The Leader advised of the following appointments:

- Councillor Ian Albert as the Vice-Chair of the Standards Committee.
- Councillor Daniel Allen as the Chair of the Employment Committee.
- Councillor Chris Hinchliff as the Chair of the Employment Appeals Committee.
- Councillor Nigel Mason as the Vice-Chair of the Employment Appeals Committee.

A vote was taken as two nominations had been received for the position of the Vice-Chair of the Overview and Scrutiny Committee - Councillors Tom Tyson and Martin Prescott. Following the vote, it was:

**RESOLVED:** That the Chairs and Vice-Chairs of Committees (except Community Forums) for 2024/25 be appointed in accordance with the details set out in Appendix A provided as a supplementary document of the report, with the addition of:

- Councillor Tom Tyson as the Vice-Chair of the Overview and Scrutiny Committee.
- Councillor Ruth Brown as the Vice-Chair of the Joint Staff Consultative Committee.
- Councillor Ruth Brown as the Vice-Chair of the Employment Committee.
- Councillor Ian Albert as the Vice-Chair of the Standards Committee.
- Councillor Daniel Allen as the Chair of the Employment Committee.
- Councillor Chris Hinchliff as the Chair of the Employment Appeals Committee.
- Councillor Nigel Mason as the Vice-Chair of the Employment Appeals Committee.

**REASON FOR DECISION:** To comply with the provisions of Standing Order 4.8.1(a)(ix) of the Council's Constitution.

## 296 ADJOURNMENT

*Audio recording 1 hour 7 minutes 5 seconds*

The meeting of the Annual Council was adjourned at 20:40 to allow meetings of each Community Forum to convene to elect Chairs and Vice-Chairs for the Civic Year.

The meeting of the Annual Council reconvened at 21:11.

**297 KEY DECISIONS - LEADER'S ANNUAL REPORT ON CASES OF SPECIAL URGENCY**

*Audio recording 1 hour 37 minutes 58 seconds*

This item was deferred to the Council meeting of the 11 July 2024.

**298 SCHEDULE OF COUNCIL MEETINGS 2024/25**

*Audio Recording – 1 hour 38 minutes 38 seconds*

The Chair invited the Leader of the Council to move the report in respect of the Programme of Ordinary Meetings of the Council for the Civic Year 2024-25.

The following Members asked questions:

- Councillor Ruth Brown
- Councillor Ralph Muncer
- Councillor Claire Strong

In response to questions the Committee, Member and Scrutiny Manager stated that:

- The April 2025 Council meeting was scheduled for the Thursday before Easter. However, this date could be revised following approval of the Calendar of Meetings.
- The Council meeting date in April had historically been scheduled to avoid the May elections, and to avoid being too close to the February Budget setting Council meeting. The date in April also allowed for any Constitutional amendments to be brought ahead of a new Civic Year.
- The date could be reviewed following consultation with the Group Leaders.

There was some concern expressed regarding ratifying the Calendar of Meetings with the inclusion of the current Council meeting date in April. Therefore, it was suggested by the Democratic Services Manager that the programme be approved with the exception of the Council meeting date in April 2025.

Councillor Daniel Allen proposed the amended recommendation and Councillor Ruth Brown seconded and, following a vote, it was:

**RESOLVED:** That the Calendar of Meetings for 2024/25, as attached as Appendix A, was approved with the exception of the Council Meeting of the 17 April 2025, the date for which was to be confirmed.

**REASON FOR DECISION:** To enable Members to agree a programme of ordinary meetings of the Council for 2024/25.

**299 NOMINATION OF REPRESENTATIVES ON OUTSIDE ORGANISATIONS AND OTHER BODIES FOR 2024/25**

*Audio recording – 1 hour 44 minutes 28 seconds*

The Chair confirmed the withdrawal of Councillor Brownjohn as nominee to the Royston Old People's Day Care Centre.

The Chair invited the Leader of the Council to move the report in respect of the Nomination of Representatives on Outside Organisations and Other Bodies for 2024-25 as set out in Appendix A.

Councillor Clare Billing, as Chair, proposed that the uncontested nominations listed in Appendix A be approved. Councillor Val Bryant seconded and following a vote that motion was carried.

Councillor Michael Muir confirmed his withdrawal from the Baldock Town Twinning Association.

Votes were subsequently conducted on each contested nomination as highlighted in Appendix A of the report, with the results recorded as per those listed below.

**RESOLVED:**

(1) That the list of nominations of representatives on Outside Organisations and Other Bodies for 2024/25, as set out in Appendix A provided as a supplementary document to the report was approved with confirmation that:

- The Council's representatives to Baldock Town Twinning Association be Councillors Alistair Willoughby and Stewart Willoughby.
- The Council's representatives to Baldock United Almshouses Charities be Councillors Alistair Willoughby, Stewart Willoughby and Emma Rowe.
- The Council's representatives to Baldock Youth and Community Association be Councillors Alistair Willoughby, Stewart Willoughby and Emma Rowe.
- The Council's representative to Hertfordshire Health Scrutiny Committee be Councillor Tina Bhartwas.
- The Council's representatives to Letchworth Civic Trust be Councillors Emma Fernandes and Daniel Allen.
- The Council's representative to Letchworth Garden City BID be Councillor Tamsin Thomas.
- The Council's representative to Letchworth Garden City Heritage Foundation be Councillor Ian Mantle.
- The Council's representative to Letchworth Garden City Town Twinning Association be Councillor Mick Debenham.
- The Council's representative to London Luton Airport Consultative Committee be Councillor Mick Debenham.
- The Council's representative to Police and Crime Panel be Councillor Val Bryant
- The Council's representative to Royston Old People's Day Centre (Royston Old Barn) be Councillor Bryony May.

(2) That Political Group Leaders notify the Democratic Services Manager of nominations to the remaining vacancies or any changes to the existing representatives on outside organisations.

**REASON FOR DECISIONS:** To comply with the provisions of Standing Order 4.8.1(b)(iv) and (v) of the Council's Constitution.

### 300 EXCLUSION OF PRESS AND PUBLIC

*Audio recording – 1 hour 59 minutes 25 seconds*

Councillor Clare Billing, as Chair, proposed and Councillor Daniel Allen seconded and, following a vote, it was:

**RESOLVED:** That under Section 100A of the Local Government Act 1972, the Press and Public be excluded from the meeting on the grounds that the following report will involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the said Act (as amended).

301 PART 2 MINUTES - 18 APRIL 2024

*N.B. This item was considered in restricted session and therefore no recording is available.*

The Chair advised that although the Minutes of the previous meeting could be moved and seconded by members who were not present at that meeting, it was preferable that those who were not present should abstain from voting.

Councillor Clare Billing, as Chair, proposed and Councillor Daniel Allen seconded and, following a vote, it was:

**RESOLVED:** That the Part 2 Minutes of the Meeting of the Committee held on 18 April 2024 be approved as a true record of the proceedings and be signed by the Chair.

*N.B. The meeting returned from restricted session to confirm the outcome of the vote on the Part 2 Minutes from the meeting of 18 April 2024.*

The meeting closed at 9.35 pm

Chair