
Hollinswood and Randlay Parish Council

Chairman of the Committee: Councillor Harvey Unwin

Clerk: Katrina Baker MBE

APPEALS & COMPLAINTS COMMITTEE

MINUTES of the meeting held at Randlay Community Centre on Monday, 20th June 2022 at 7pm immediately before Full Council.

PRESENT: Councillor E Dalby
Councillor G Sinclair
Councillor H Unwin

In Attendance: Katrina Baker, Clerk
Councillor J Creed

AC2022/001 WELCOME

The Clerk opened the meeting and welcomed members to the first meeting of the new municipal year. Whilst it is hoped that this committee will not be required, it is a statutory requirement. In order to ensure that a quorum is available, Councillor J Creed will be a reserve member.

AC2022/002 ELECTION OF CHAIRMAN

It was proposed by Councillor Dalby and seconded by Councillor Sinclair that Councillor H Unwin be elected as Chairman for 2022/23. All were in favour and thus it was

RESOLVED that Councillor H Unwin be elected as Chairman for 2022/23.

AC2022/003 DECLARATION OF ACCEPTANCE OF OFFICE

Councillor H Unwin thanked the Members for their support and read and signed the Declaration, this was witnessed by the Clerk as the Proper Officer of the Council.

AC2022/004 ELECTION OF VICE CHAIRMAN

It was proposed by Councillor Unwin and seconded by Councillor Sinclair that Councillor Dalby be elected as Vice Chairman for 2022/23. All were in favour and thus it was

RESOLVED that Councillor E Dalby be elected as Vice Chairman for 2022/23.
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AC2022/005 DECLARATION OF ACCEPTANCE OF OFFICE

Councillor Dalby read and signed the Declaration of Acceptance of Office which was witnessed by the Proper Officer of the Council.

AC2022/006 APOLOGIES
None

AC2022/007 DECLARATIONS OF INTEREST
None

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AC2022/008 TERMS OF REFERENCE

A draft revised Terms of Reference had been circulated to incorporate the appointment of a Reserve Member. It was proposed by Councillor G Sinclair and seconded by Councillor Dalby and all were in favour that the Terms of Reference be confirmed.

AC2022/009 ANY OTHER BUSINESS

None

AC2022/010 DATE OF THE NEXT MEETING

The Chairman will call a meeting, if and when required, giving three days' notice of the date, venue and time.

SignedDate