

To: Members of Cottenham Parish Council Standards Committee

You are hereby summoned to attend a meeting

To be held in the Parish Office, Community Centre, Cottenham

On **Wednesday 29th April 2015 at 8.00pm**

AGENDA

The Public and Press are invited to attend

15S/012. Any Questions from the Public or Press – Standing orders to be suspended

Public question time is dealt with prior to the start of the meeting and doesn't form part of the formal business of the Council. Time is limited to 30 minutes and each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 3 minutes in order to allow other people to also speak without the public session exceeding its allotted time. NB: Councillors will not be able to respond on items on the agenda, but will take notice of the views put forward.

15S/013. Standing Orders re-instated - Chairman's Introduction and Apologies

15S/014. Declarations of Interest *To receive disclosures of pecuniary and non-pecuniary interests from Councillors on matters to be considered at the meeting.*

15S/015. Minutes – To resolve that the minutes (circulated to members) of the Committee meeting held on 27th January be signed as a correct record.

15S/016. Terms of Reference – To consider and recommend for adoption by the Parish Council, the (possibly revised) Terms of Reference of the Standards Committee

15S/017. Code of Conduct – To consider and recommend for adoption by the Parish Council, the (possibly revised) Code of Conduct

15S/018. Complaints procedure – To consider and recommend for adoption by the Parish Council, the (revised) Complaints Handling procedure

15S/019. Code of Conduct Committee membership – To consider the nominee list of non-Councillor residents, two of whom are to be appointed by the Standards Committee as ad-hoc co-opted members to form, with 3 members of the Standards Committee, a 5-member Code of Conduct Committee in the event of a complaint about actions by a Councillor

15S/020. Annual report – To consider and present an annual report of the Committee's activities to the Parish Council

15S/021. Training - consider and recommend to the Parish Council any necessary training required during 2015/6 for Councillors and/or staff

15S/022. Date of next meeting

15S/023. Close of meeting