



BUNGAY TOWN COUNCIL

Appeals Sub - Committee



Minutes of the Appeals Sub Committee Meeting held on Thursday 6th February 2020 at 6.30 pm in the Riverside Centre, The Staithe, Bungay

Town Council Members:

Cllr R Marshall Cllr. D. O'Neill Cllr. K Lodge

Also present: J. Burton, (JB) Clerk/ RFO Bungay Town Council.

ASC 001 **To appoint a Sub - Committee Chair:** For consideration
2019/2020

It was proposed by KL, seconded by RM, and unanimously **RESOLVED** that **DO'N** be appointed as Chair of this Sub- Committee.

ASC 002 **To appoint a Sub – Committee Vice Chair –** For consideration
2019/2020

It was proposed by **DO'N**, seconded by RM, and unanimously **RESOLVED** that KL be appointed as Vice Chair of this Sub- Committee.

ASC 003 **Apologies for Absence:** To receive any apologies for absence
2019/2020

None

ASC 004 **Declaration of Interest & Requests for Dispensations:** Councillors to declare any Pecuniary or Non-Pecuniary Interests. Notwithstanding this item, Members may subsequently declare an interest at any point in the meeting.
2019/2020

No declarations of interest were declared or requests for dispensations requested - Noted.

ASC 005 **Public Forum:**
2019/2020 Members of the public are invited to give their views on issues on this agenda, or raise issues for future consideration, at the discretion of the Chairman, for no more than 15 minutes. Members of the public may not take part in the Committee meeting itself.

No members of public were present at the meeting – Noted

ASC 006 **To adopt the Appeals Sub - Committee Terms of Reference:** for consideration
2019/2020

It was proposed by KL, seconded by RM, and unanimously **RESOLVED** to accept the Terms of Reference as below and these to be signed by **DO'N** (Chair).

The meeting closed at 6.47 pm

Dated: 6th February 2020

Jeremy Burton
Clerk to Bungay Town Council,
1a, Broad Street, Bungay NR35 1EE
clerk@bungaytowncouncil.gov.uk

Appeals Sub-Committee - Terms of Reference

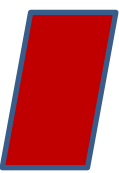
Signed _____

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Date _____



BUNGAY TOWN COUNCIL

Appeals Sub - Committee



The purpose of the Appeals Sub-committee is to:

- consider any appeal against a decision made by the Town Council, Committee or Sub Committee.
- consider an appeal of an employee's grievance or disciplinary matter which has been made by the Employment Sub Committee;
- consider an appeal of a decision in respect of an employee's pay which has been made by the Employment Sub Committee:
- consider any other item that is deemed appropriate by Council or the Governance, Employment & Finance Committee.

There are 3 members of the sub-committee. The sub-committee will report back to the Governance, Employment & Finance Committee (or Full Town Council) as appropriate.

Members of this sub-committee can be any member of the Council who is not on the Employment Sub-Committee.

The sub-committee will elect a chair and vice-chair at the beginning of the municipal year or at any time if required.

The sub-committee will meet as required.

6th February 2020.

Signed _____

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Date _____