

Mike Kelley

From: Mike Kelley
Sent: 04 June 2009 14:45
To: West Wittering Parish Council
Subject: Working Parties of West Wittering Parish Council

Dear Joanne

As you know I am considering the complaints made by Mr Hopson and Mr Hutton under the code of conduct procedures.

Mr Hopson states that the Parish Council has set up the following working parties:-

Footpaths and Open Spaces, Allotments, Sportsfield Management and Millennium Meadow, Footway Lighting, Emergency Planning, Transport, Poor Sevens Trustee, Tree Warden, Pavilion, and Finance.

Can you please let me know the following information:-

1. Are these **ad-hoc** working parties i.e. set up to look into a specific issue and then to report their recommendations back to the council meeting, and then disbanded? (This is the kind of working party which the case law supports which I mentioned to you in the past and which I was commenting on at the Peninsula Community Forum.)
2. Or are they **standing** working parties i.e. the council established them for the council year to consider relevant issues rather like a standing committee?
3. What are the terms of reference and membership of these working parties?
4. How are agendas, reports and minutes of the working parties produced and are they available to the public?
5. Do they meet in public?
6. When they report to the council meeting are their recommendations enclosed with the council agenda or just reported orally at the council meeting?
7. Why were they established rather than, for example, a range of advisory or executive committees?

Many thanks.

M J Kelley
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