

**BISHOP'S ITCHINGTON PARISH COUNCIL (BIPC)**

**Minutes of BIPC Complaints Committee Meeting**

**Monday 11 November 2024 at 18:00**

**Bishop's Itchington Community Centre**

**Present:**

BIPC Complaints Committee: Cllr David Howatson (Chairman), Cllr Amanda Colton, Cllr Orlaith Horsman

Committee Clerk: Karen Stevens

In attendance: 1 member of the public

Cllr Howatson welcomed everyone to the meeting and advised that this is purely a meeting for the three members of the BIPC Complaints Committee to ratify and sign the minutes of the meeting held on Monday 5 August 2024. There is no public participation in this meeting.

**1. To approve the Minutes of the Complaints Committee held on 5 August 2024:**

Cllr Howatson advised that the document is purely and simply a record of what happened at the meeting on 5 August 2024. There are some notes on the back that were added following comments from Mr and Mrs Young at the end of the evening. One of these notes has been removed and this referred to 'kilogram force mass' that he had raised and which there was some dispute as to who said what. The document incorporates the recommendations that have been put to and accepted by the parish council at the meeting held on 7 October 2024.

It was **RESOLVED** to accept the minutes of the meeting of the Bishop's Itchington Parish Council Complaints Committee as a true record of the meeting held on Monday 5 August 2024. Proposed Cllr Colton, seconded Cllr Horsman, all in favour.

**2. Any Other Business:**

- Cllr Colton was asked whether Mr and Mrs Young had got back to her regarding the outstanding matters they had raised. Cllr Colton advised that they had not.
- It was suggested that a closure letter should be sent to say we have met, the minutes have been agreed, the recommendations have been agreed by full council, the apology has been sent and Scott's headstone has been reinstated by the stone mason of their choice and as far as the complaints committee is concerned that is the conclusion of the matter.
- The clerk was asked to send a letter to Alison Biddle thanking her for clerking the Complaints Committee meeting on 5 August 2024.

Cllr Howatson thanked Cllr Colton and Cllr Horsman for their forbearance and assistance in dealing with this complaint.

The meeting closed at 18:16