**MINUTES OF THE MEETING OF THE COMMUNITY LEADERSHIP OVERVIEW AND SCRUTINY COMMITTEE,
HELD ON TUESDAY, 22ND NOVEMBER, 2022 AT 6.00 PM
IN THE COMMITTEE ROOM - TOWN HALL, STATION ROAD, CLACTON-ON-SEA, CO15 1SE**

Present:	Councillors Chittock (Chairman), S Honeywood (Vice-Chairman), Clifton, Codling, Davidson, King and Miles
In Attendance:	Keith Simmons (Head of Democratic Services and Elections), Keith Durran (Committee Services Officer) and Matt Cattermole (Communications Assistant)

13. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Apologies for absence were received from Councillors Steady and Nash (no substitutions). Councillor Steady was able to participate in the meetings by way of a remote connection using MS teams.

14. MINUTES OF THE LAST MEETING

It was **RESOLVED** that the minutes of the meeting of the Committee held on Tuesday 28 June 2022 be approved as a correct record.

15. DECLARATIONS OF INTEREST

There were no declarations of interest by Councillors in relation to any item on the agenda for this meeting.

16. QUESTIONS ON NOTICE PURSUANT TO COUNCIL PROCEDURE RULE 38

On this occasion no Councillor had submitted notice of a question.

17. CONFIRMATION OF THIS COMMITTEES TASK AND FINISH GROUPS FOR OVERVIEW AND SCRUTINY ENQUIRES IN THE REMAINDER OF 2022/23

The Committee had a report that sought formal confirmation of the establishment of the Task and Finish Groups with the terms of reference, scope and membership identified. The terms of reference of two of the Task and Finish Groups had been determined by Council (Minute 26 of 12 July 2022 refers). The membership of all four Task and Finish Groups were the subject of consultation and agreement by all Members of this Committee. This informed the decision of the Head of the Democratic Services and Elections on 7 November 2022 to appoint the initial membership of the four relevant Task and Finish groups. This decision identified that endorsement of that decision would be requested at this meeting of the Committee.

In this consultation referred to above, further nominations were made for individual Task and Finish groups and those were identified at the meeting. The Committee agreed that the nominee names should be added to the Task and Finish Groups concerned. (The additional nominations are shown in the table below with "*" against their name).

Jaywick Sands	Colchester Borders	Children Education	Cost of Living
Cllr Codling*	Cllr Chittock*	Cllr S Honeywood*	Cllr Chittock (Chr)
Cllr Placey	Cllr Skeels	Cllr Miles	Cllr Casey
Cllr Winfield	Cllr Barry	Cllr Knowles	Cllr Knowles
	Cllr Steady*	Cllr Winfield	Cllr Fairley
			Cllr Barry
			Cllr Davidson*

Where other volunteers had identified themselves, they would be thanked for volunteering.

After a short discussion the Committee **RESOLVED** to approve the Membership details in the table above for Task and Finish groups identified and, consequently, authorised Task and Finish groups to commence the scrutiny enquires concerned as approved by Council.

This approval also included the terms of reference/scope of the reference/scope of the relevant enquires being undertaken through the above mentioned Task and Finish Groups as set out in the report on this matter.

The meeting was declared closed at 6.15 pm

Chairman