

**MINUTES OF THE MEETING OF THE COUNCIL,  
HELD ON TUESDAY, 11TH SEPTEMBER, 2018 AT 7.30 PM  
PRINCES THEATRE, TOWN HALL, CLACTON-ON-SEA, CO15 1SE**

<b>Present:</b>	Councillors Platt (Chairman), Yallop (Vice-Chair), Alexander, Amos, Baker, Bray, Broderick, B Brown, J Brown, M Brown, Bucke, Bush, Calver, Cawthron, Chapman, Chittock, Coley, Davis, Everett, Fairley, Fowler, Gray, Griffiths, C Guglielmi, V Guglielmi, Heaney, I Henderson, J Henderson, Hones, P Honeywood, S Honeywood, King, Land, McWilliams, Miles, Newton, Nicholls, Pemberton, Poonian, Porter, Raby, Scott, Skeels Jnr, Skeels Snr, Steady, Stephenson, Stock OBE, Talbot, Turner, Watson, White, Whitmore and Winfield
<b>In Attendance:</b>	Ian Davidson (Chief Executive), Ewan Green (Corporate Director (Planning and Regeneration)), Lisa Hastings (Head of Governance and Legal Services), Ian Ford (Committee Services Manager), Elizabeth Ridout (Leadership Support Manager) and William Lodge (Communications Manager)

**53. APOLOGIES FOR ABSENCE**

Apologies for absence were submitted on behalf of Councillors Bennison, Cossens, Ferguson, Khan and Watling MP.

In response to a question raised by Councillor Calver, the Monitoring Officer (Lisa Hastings) read out the wording of Article 2.06 (Attendance) of the Council's Constitution as follows:-

*"It is a requirement that if a Member exceeds four months without attending a meeting of the Council or attending a meeting of a committee or sub-committee of the Council either as an appointed member of a committee/sub-committee or as a substitute member of a committee/sub-committee that shall be reported to the next Council meeting."*

The Monitoring Officer informed Council that Councillor Watling had attended a meeting of the Cabinet within the last four months.

**54. MINUTES OF THE LAST MEETING OF THE COUNCIL**

**RESOLVED** that the minutes of the ordinary meeting of the Council, held on Tuesday 3 July 2018 be approved as a correct record and signed by the Chairman.

**55. DECLARATIONS OF INTEREST**

There were none on this occasion.

**56. ANNOUNCEMENTS BY THE CHAIRMAN OF THE COUNCIL**

Pride of Tendring Awards 2019

The Chairman was pleased to announce that the nomination period for the Pride of Tendring Awards 2019 was now open. He stated that this prestigious event, now in its 8<sup>th</sup> year, continued to be one that truly inspired and celebrated the achievements of groups and individuals throughout the District.

The nomination period would be open until 5pm on Friday 2<sup>nd</sup> November 2018 and Members could submit their nominations via the electronic link that had been previously emailed to them.

If any Members had problems submitting the form, the Chairman requested that they contact Emma Haward (01255 686907) or Lizzie Ridout (686340) in the Leadership Support office.

The Chairman informed Council that the Pride of Tendring Awards 2019 evening would take place on Friday 22<sup>nd</sup> March 2019 and he hoped to see all Members there.

#### "Tommy" Statue

The Chairman was aware that many Members would have seen the Council's 'Tommy' statue and heard of his tour of duty around Tendring. He thanked Members along with the town and parish councils who had supported 'Tommy's' tour, which had already covered Manningtree, Thorpe-le-Soken, Frinton, Brightlingsea, St Osyth, Holland-on-Sea, Jaywick Sands and Bradfield, along with various events such as the Air Show, the Land of Hope and Glory concert, and VE Day. 'Tommy' had so far travelled 134 miles.

The Chairman requested that if any Member would like to have 'Tommy' visit their ward or a special event, they should contact Lizzie Ridout and she would do her best to incorporate their request into the schedule.

#### **57. ANNOUNCEMENTS BY THE CHIEF EXECUTIVE**

There were none on this occasion.

#### **58. STATEMENTS BY THE LEADER OF THE COUNCIL**

##### (1) RSPCA Awards

The Leader of the Council (Councillor Stock OBE) reminded Members that this Council had been recognised for several years by the RSPCA animal welfare charity for its work supporting stray pets with the award of its Community Animal Welfare 'Pawprints' award. He was delighted to inform Members that the Council's Dog Warden Team had won a Gold Award for the fifth year running. In recognition of that and to also mark ten years of the 'Pawprints' awards the Team had also been awarded a platinum award.

The Council's Housing Team had also been awarded a Bronze Award for its work in supporting tenants with pets.

Councillor Stock stated that the whole Council could be proud of those achievements and he congratulated all those Officers involved.

##### (2) Local Plan Update

The Leader of the Council informed Council that he had hoped to give Members an update on the Local Plan progress but that he was unable to do so pending the outcome of a meeting of Colchester Borough Council's Local Plan Committee on 13 September 2018. He undertook to give Members an update as soon as possible after that meeting had been held.

(3) Grace Mi

The Leader of the Council informed Council that he had been made aware by the local Ward Members, that Grace Mi, a resident of Mistley, was facing deportation to PR China. Having been informed of Grace's personal circumstances and the significant support that she was receiving from the local community, Councillor Stock stated that he was prepared to write to the Home Secretary to request that Grace Mi's deportation be suspended pending a review of her case.

Councillors G V Guglielmi, Coley and I J Henderson asked questions of the Leader of the Council and made statements expressing their support for Grace Mi.

Councillor I J Henderson suggested that this Council should resolve an emergency motion to give the whole Council's support to Councillor Stock's proposed action. The Monitoring Officer (Lisa Hastings) informed Members that Council would have to resolve, pursuant to Council Procedure Rule 25.1, to suspend, for this meeting only, Council Procedure Rule 12.3 in order to allow this to happen.

It was moved by Councillor Turner, seconded by Councillor Scott and:-

**RESOLVED** that, in accordance with Council Procedure Rule 25.1 (Suspension of Council Procedure Rules), Council Procedure Rule 12.3 (Scope of Motions) be suspended for the duration of this meeting in order to allow Council to consider an urgent motion in respect of the matter of Grace Mi's deportation.

It was then moved by Councillor G V Guglielmi, seconded by Councillor Broderick and:-

**RESOLVED** that the Council requests that the Leader of the Council writes to the Home Office and the Home Secretary to request that the deportation of Grace Mi be suspended until further notice pending a comprehensive review of this case.

**59. STATEMENTS BY MEMBERS OF THE CABINET**

Clacton Town Centre Portfolio Holder Working Party

The Investment and Growth Portfolio Holder (Councillor Fairley) gave an update to Members on her Clacton Town Centre Working Party which included the fact that Councillors Amos, Skeels Snr. and Stephenson would be serving on the Working Party and that its first meeting was due to be held on 21 September 2018.

She further stated that the working party would work in partnership with town centre businesses, local community groups and other stakeholders to explore options for improving the area as the retail market changed nationally. To assist that process residents, businesses and community groups would also be asked for their views through a questionnaire.

Clacton Air Show 2018

The Leisure and Tourism Portfolio Holder (Councillor Skeels Snr.) thanked the Officers and all those involved who had put together another spectacular Air Show. He informed Council that it was an encouraging sign that increasing numbers of people were attending the Air Show as part of a longer stay in the District.

**60. PETITIONS TO COUNCIL**

There were none on this occasion.

**61. QUESTIONS PURSUANT TO COUNCIL PROCEDURE RULE 10.1**

No questions had been received, on notice, from members of the public on this occasion.

**62. QUESTIONS PURSUANT TO COUNCIL PROCEDURE RULE 11.2**

Subject to the required notice being given, Members of the Council could ask questions of the Chairman of the Council, the Leader of the Council, Portfolio Holders or Chairmen of Committees or Sub-Committees.

Four questions had been submitted as set out below:

Question One

From Councillor Pemberton to Councillor Talbot, Portfolio Holder for the Environment:

*“Beach Litter*

*What is going on with this beach contract?*

*We are starting to look very silly, and this is doing nothing to enhance the image of our town. I look forward to your comments on this.”*

Councillor Talbot replied along the following lines:-

*“I thank you for your question and in particular I share your concern about the “Image of our Town”, a question which on this occasion you have addressed, just to me alone, rather than the 185 people on your mailing list, to whom you usually also write to with any complaint you send to me and my officers. How these 185 people help your very sincere desire to “enhance the image of our town”, I just do not know, as I would have thought it was in danger of having the opposite effect!*

*My officer has provided me with an answer to your question in the following terms:*

*This summer has been an exceptional year with unprecedented temperatures for prolonged periods. This has resulted in an unparalleled number of tourists visiting Tendring’s tourist destinations including a large organised group of day trippers turning up in coaches one Sunday.*

*Whilst this increase in tourist numbers spells good news for the resorts, businesses and District as a whole it has also placed an unprecedented pressure upon the resources deployed to clean the seafront areas including the beaches.*

*During the summer months we place over an additional 130 wheeled bins along the seafronts areas which are emptied twice daily and beaches are litter picked every morning with extra beach cleaners deployed during the day. Following the issues highlighted this summer of large amounts of litter being left on the beaches in Clacton by tourists and extra 20 wheeled bins were deployed in Clacton to help provide beach users to dispose of their waste responsibly but we should not forget that the emphasis remains upon the individuals who make the conscious choice to just leave their rubbish on the beach, making no attempt to dispose of their waste in an appropriate manner. The public need to be educated to dispose of their waste responsibly, consequently signs have been placed on the A133; the gateway to Clacton to remind the public to take their waste home with them. Additionally discussions have been made with our contractors to provide a more flexible beach cleaning service for future summers with the potential of beach cleaning operatives working into the late evenings to help remove any large litter accumulations left by beach users."*

Councillor Pemberton then asked a supplementary question to which Councillor Talbot then replied.

#### Question Two

From Councillor I J Henderson to Councillor Stock OBE, Leader of the Council:

*"I am sure that every member of this Council is angry and disgusted at the knowledge that modern slavery exists and is a growing issue within society. To this end, will the Leader of the Council arrange for Tendring District Council to sign up to the Co-operative Party's Charter on Modern Slavery which confirms that signatories will:*

*Train its corporate procurement team to understand modern slavery through the Chartered Institute of Procurement and Supply's (CIPS) online course on Ethical Procurement and Supply.*

*Require its contractors to comply fully with the Modern Slavery Act 2015, wherever it applies, with contract termination as a potential sanction for non-compliance.*

*Challenge any abnormally low-cost tenders to ensure they do not rely upon the potential contractor practising modern slavery.*

*Highlight to its suppliers that contracted workers are free to join a trade union and are not to be treated unfairly for belonging to one.*

*Publicise its whistle-blowing system for staff to blow the whistle on any suspected examples of modern slavery.*

*Require its tendered contractors to adopt a whistle-blowing policy which enables their staff to blow the whistle on any suspected examples of modern slavery.*

*Review its contractual spending regularly to identify any potential issues with modern slavery.*

*Highlight for its suppliers any risks identified concerning modern slavery and refer them to the relevant agencies to be addressed.*

*Refer for investigation via the National Crime Agency's national referral mechanism any of its contractors identified as a cause for concern regarding modern slavery.*

*Report publicly on the implementation of this policy annually?"*

Councillor Stock replied along the following lines:-

*"I would like to thank Councillor Henderson for raising this very important issue.*

*I am sure that every member of the Council is utterly appalled by the very notion of modern day slavery and human trafficking. It is really quite difficult to comprehend that in today's society in twenty first century Britain people choose to treat other human beings in such a demeaning, cruel and exploitative way.*

*Members will be aware that a recent operation was carried out by Essex Police in this District, targeting a suspected modern day slavery operation running from a local car wash. The shocking truth is that this is not a problem restricted to a far off inner city this is happening right under our very noses.*

*The Tendring Community Safety Partnership has declared that Protecting Vulnerable People from Hidden Harms is one of its key priorities and this includes addressing the issues of human trafficking and modern day slavery. This Council's Safer Communities Team has a responsibility for making referrals to the National Referral Mechanism which is a framework for identifying victims of human trafficking or modern slavery and ensuring that they receive the appropriate support. The Safer Communities Team also has a role in dealing directly with potential victims of modern day slavery to arrange and co-ordinate support. Information is regularly shared between partners at tasking meetings on any issues or locations of interest.*

*However, as implicit in your question Councillor Henderson, the Council not only has a responsibility to take action with partners but also, where it can, to monitor and check its contractors.*

*The Modern Slavery Act 2015 is the quite recent legislation which covers this important area and it includes a requirement for businesses to issue a statement about the actions they have taken to ensure that there is no modern day slavery in their supply chains. This Council has a statement on its website which covers training, requirements for the award of contracts and whistle blowing.*

*The Council continues to undertake work to fully embed these actions including the revision of our contractor competency framework to check the contractor's commitment to addressing modern day slavery and identify any potential issues.*

*Given that we are fully complying with the legislative requirements and taking a proactive role in the fight against modern day slavery and human trafficking I do not consider that it is necessary or indeed appropriate for this Council to sign up a charter that is being promoted by one particular political party. However, I do agree that the principles of the Charter are sound and I have asked Officers to make sure that these*

*are taken into account in developing and embedding our work to prevent modern day slavery from becoming part of our supply chains.”*

Councillor Henderson then asked a supplementary question to which Councillor Stock then replied.

### Question Three

From Councillor Gray to Councillor P B Honeywood, Housing Portfolio Holder:

*“Taking into consideration the new Government green paper on social housing, together with the Armed Forces Covenant, I would like to seek assurances on the level of support and advice council staff, in particular, within housing services, are providing ex-service personnel.*

*I have been approached by retired members of our armed services who are suffering either mental or physical injuries or an accumulation of both.*

*According to the Home Office Covenant, Government and local authorities have a legal obligation to assist ex-service personnel with friendly advice and maximum assistance in enabling them to secure safe and affordable housing.*

*Taking these facts into consideration, I respectfully request that an officer be assigned as a specialist in this field, giving the ex-service personnel a genuine contact. Thus providing them with a friendly face that they feel they can trust, especially given the fact that a lot of these people may be suffering from invisible injuries such as P.T.S.D.*

*Due to the increasing number of homeless ex-service personnel, I think this would be a very welcome and humane move on the part of this Council, perhaps leading the way for other Councils to follow.*

*What assurances can you give me in response to my request?”*

Councillor Honeywood replied along the following lines:

*“The Council adopted its current Housing Allocations Policy in June 2013 following the passing of the Localism Act 2011. The Localism Act gave the Council the power to make some of its own rules on who could apply for housing such as adopting a residency qualification. The Council adopted a rule that a person could not apply for housing unless they have been living in the district for a period of 3 years.*

*If a person wants to join the housing register or seek assistance as a homeless person, they are routinely asked if they are a current or former member of the armed forces.*

*The Council does not apply this residency qualification to current or former members of the armed forces who have been discharged in the last 5 years. It does not apply a residency requirement on bereaved spouses or civil partners who have to leave Service Family Accommodation following the death of their spouse or civil partner. It does not apply this residency requirement on members of the reserve forces who have been seriously injured or disabled as a consequence of service.*

*The Council's policy grants additional priority to households who meet these armed forces criteria. This gives households who are current or former members of the armed forces a better chance of being offered accommodation. Since the Housing Allocations Policy was adopted in June 2013, 15 households have been awarded additional priority as a consequence of time spent in the armed forces.*

*In terms of homelessness, the Council is rarely approached by households leaving the armed forces because of the financial support and other support that is given prior to discharge by the armed forces themselves and service organisations such as the Royal British Legion and SSAFA. In the last 5 years, there have only been 2 direct approaches from homeless service personnel and both were provided with temporary accommodation in the Council's housing stock. The Homelessness Reduction Act came into force in April 2012 and the Council has a duty to prevent or relieve homelessness for all households and it is recognised that ex-service personnel may have additional needs than other homeless households.*

*In the event that any person is sleeping rough which might include ex-service personnel, the Council currently employs a Rough Sleeping Co-ordinator whose role is to work intensively with rough sleepers and co-ordinate support services around the individual. The Council does not have a specialist officer or contact point for current or former members of the armed forces in the housing department. However, the Council will be adopting a new homelessness strategy later this year and if Members felt this was needed, this could be passed onto Officers for inclusion in the new strategy."*

Councillor Gray then asked a supplementary question to which Councillor Honeywood then replied.

#### Question Four

From Councillor Stephenson to Councillor Stock OBE, Leader of the Council:

*"Could the Leader of the Council please give an update on the following carried motions concerned with Road Safety in Tendring?"*

*I only ask as I have seen little to no action by Essex County Council or by Highways England despite this Council's formal requests for action on either area described in the motions.*

*For reference, I have included the wording of the motions as agreed by Council.*

*5th April 2016 - Urgent Matters for Debate - Motion submitted by Councillor Mike Brown on the grounds of the recent fatalities on the A133 and ensuring the safety of the travelling public.*

*"That this Council –*

- Is appalled that another serious accident has occurred on the A133 on the Weeley and Little Clacton by-pass last week leading to another fatality. In the last ten months there have been a total of 5 fatalities;*
- Demands that the Highways Authority take urgent action to investigate the causes of these accidents and implement all, and any, safety measures as soon as practicable.; and*



- *Calls on the County Council and local Members of Parliament to support this motion and to do everything possible to ensure that the A133 Weeley and Little Clacton bypass is made safe for all road users.”*

*9th May 2017 - Motions to Council - Presented by Councillor Zoe Fairley - Proposed Road Safety Measures at Brickmans Bridge on the B1352*

- A. *“This Council calls upon Essex Police Serious Collision Unit to prioritise and disclose the causation report into all the serious injury and fatal collisions at Brickman’s Bridge, on the B1352 between Mistley and Bradfield.*
- B. *Furthermore, this Council calls upon Essex County Council to provide all necessary structural amendments to the bridge, together with supportive traffic calming measures, advance warning signs and speed limit reductions, which will take full cognisance of the Essex Police report and provide improved safety conditions for motorists, passengers and all other road users.*
- C. *This Council implores Essex County Council to introduce these changes and improved safety measures without delay and at the earliest possible opportunity.*
- D. *This Council nominates its own representative to work with Essex County Council in order to bring about these improvements to the highest standards.”*

Councillor Stock replied along the following lines:-

#### *“Brickman’s Bridge*

*Following consideration of this motion at Council in May 2017, I wrote to Essex County Council and Essex Police regarding the safety implications at this location.*

*A specification for safety measures including reflective bend warning signage is being drawn up but further details and dates for the work are still awaited.*

#### *A133*

*A motion on the A133 was first considered by this Council in April 2016 following a number of fatalities on that road. Following that meeting I wrote to our MPs and to the then Cabinet Member for Highways at Essex County Council requesting that an urgent safety review be undertaken. A safety review was carried out and in November 2016 this Council considered the outcomes from that. I again wrote to Essex County Council endorsing the safety improvements proposed and suggesting other improvements agreed by this Council.*

*I am sure that Members will be pleased to hear that Essex County Council and the South East Local Enterprise Partnership have made £5.43m available to fund improvements to the A133. These are designed to support economic growth as well as providing safety improvements to the route, increasing journey time reliability through highway capacity improvements for motorists as well as improving signage along the route.*

*The proposals for the stretch of the A133 from the Frating roundabout to Clacton include:*

- *Implementation of a variety of safety improvements between Frating roundabout and Progress Way roundabout including a review of speed limits and junction*

*movements with regards to safety to reduce the likelihood of collisions and investigation of average speed cameras between Weeley Roundabout and Progress Way.*

- *Introduction of a segregated left turn lane from A120 / A133 spur and Colchester Road (east arm) to reduce conflict and congestion.*
- *Widening of the northbound approach at the Weeley Roundabout as well as road marking and signage improvements.*
- *Rationalisation and decluttering of signage along the whole route.*

*The main construction is anticipated to begin in Winter 2018 and will be undertaken in a phased approach over a period of approximately 2 years.”*

**63. REPORT OF THE LEADER OF THE COUNCIL - URGENT CABINET OR PORTFOLIO HOLDER DECISIONS**

There was no such report on this occasion.

**64. MINUTES OF COMMITTEES**

It was **RESOLVED** that the minutes of the following Committees, as circulated, be received and noted:

- (a) Resources and Services of Monday 2 July 2018;
- (b) Standards of Monday 23 July 2018;
- (c) Audit of Thursday 26 July 2018; and
- (d) Resources and Services of Monday 30 July 2018.

**65. MOTION TO COUNCIL - "FREE SWIMMING LESSONS FOR CHILDREN"**

Council had before it the following motion, notice of which had been given, pursuant to Council Procedure Rule 12, by Councillor Pemberton:-

*“That this Council takes the necessary steps to offer, at Clacton Leisure Centre and other suitable venues, up to six free swimming lessons every year for all children under the age of 15 years, in order to see that every child in the District of Tendring can be taught to swim, cope with a rip tide or strong current, swim/float fully clothed and learn basic life-saving.”*

Councillor Pemberton formally moved the motion and Councillor Gray formally seconded the motion.

The Chairman informed Council that, pursuant to Council Procedure Rule 12.4, he would refer the motion to the Cabinet.

Councillor Pemberton's motion thereupon stood referred, without speeches or discussion, to the Cabinet for its consideration and report.

**66. MOTION TO COUNCIL - "PROPOSED PLANNING CONDITION RE: DUST SUPPRESSION AT DEVELOPMENT SITES"**

Council had before it the following motion, notice of which had been given, pursuant to Council Procedure Rule 12, by Councillor Bray:-

*“This Council resolves that:-*

- 1. Subject to there being no objection from the Planning Inspectorate, ALL future planning applications approved by this Council, contain a condition requiring the developer / constructor to take all reasonable steps, using dust suppression techniques to ensure that, as far as possible, existing residents living in near proximity to the construction site are not adversely affected by construction related dust; and*
- 2. If any objection is received from the Planning Inspectorate, that objection will be disclosed fully to Councillors in order that this motion can be amended to take account of any such objection at some future time.”*

Councillor Bray formally moved the motion and Councillor Bush formally seconded the motion.

The Chairman informed Council that, pursuant to Council Procedure Rule 12.4, he would refer the motion to the Planning Committee.

Councillor Bray’s motion thereupon stood referred, without speeches or discussion, to the Planning Committee for its consideration and report.

**67. RECOMMENDATIONS FROM THE CABINET**

There were none on this occasion.

**68. REPORTS SUBMITTED TO THE COUNCIL BY AN OVERVIEW AND SCRUTINY COMMITTEE**

There were none on this occasion.

**69. REPORT OF THE CHIEF EXECUTIVE - A.1 - CHANGE OF NAME OF A POLITICAL GROUP ON TENDRING DISTRICT COUNCIL**

The Chief Executive formally reported that, pursuant to Regulation 8(5) of the Local Government (Committees and Political Groups) Regulations 1990, the Leader of the then Holland Residents’ Group had, on 13 July 2018, served formal notice on the Council that her Group wished to change its name to instead be the Holland-on-Sea Group.

Council noted the foregoing.

**70. REPORT OF THE CHIEF EXECUTIVE - A.2 - CHANGE IN MEMBERSHIP OF POLITICAL GROUPS AND A REVIEW OF MEMBERSHIP OF COMMITTEES**

The Chief Executive formally reported that –

(1) pursuant to Regulation 10(b) of the Local Government (Committees and Political Groups) Regulations 1990, Councillor Peter Cawthron on 4 July 2018, had served

formal notice on the Council that he no longer wished to be treated as a member of the Non-Aligned political group;

(2) on 13 July 2018, Councillor Cawthron, pursuant to Regulation 9(b) of the Local Government (Committees and Political Groups) Regulations 1990, had served formal notice on the Council that he wished to be treated as a member of the UKIP political group. That notice had been duly counter-signed by the Leader of the UKIP Group (Councillor Mary Newton);

(3) pursuant to Regulation 10(b) of the Local Government (Committees and Political Groups) Regulations 1990, Councillor Alex Porter on 18 July 2018, had served formal notice on the Council that he no longer wished to be treated as a member of the Non-Aligned political group;

(4) as Regulation 8(1) of those Regulations required a political group to have a minimum of two members this meant that the Non-Aligned Group automatically had ceased to exist as mandated in Regulation 8(2); and

(5) on 18 July 2018, Councillor Porter, pursuant to Regulation 9(b) of the Local Government (Committees and Political Groups) Regulations 1990, had served formal notice on the Council that he wished to be treated as a member of the UKIP political group. That notice had been counter-signed by the Leader of the UKIP Group (Councillor Newton).

Council noted the foregoing.

The Chief Executive further reported that, in accordance with Section 15(1)(e) of the Local Government and Housing Act 1989 and Regulation 17(c) of the Local Government (Committees and Political Groups) Regulations 1990, a review of the allocation of seats to political groups had been carried out.

It was moved by Councillor Stock OBE, seconded by Councillor G V Guglielmi and:-

**RESOLVED** that the Schedule of Appointments to Committees (which had been previously agreed by Group Leaders and which was set out as an appendix to item A.2 of the Report of the Chief Executive), be approved with immediate effect.

**71. REPORT OF THE HEAD OF LEADERSHIP SUPPORT AND COMMUNITY - A.3 - FLAG FLYING PROTOCOL**

Further to the decision taken by Full Council at its meeting held on 3 July 2018 (minute 46 referred), a protocol had been prepared to establish dates on which flags should be flown; the circumstances of how those flags should be flown; and any associated decision making in respect of flying flags outside of the terms of the protocol.

Members were informed that whilst the general principle applied by the Authority was to follow the advice provided by central Government, a framework for local decision making in respect of the flying of flags would assist in the determination of any additional requests.

Council's approval was therefore being sought for the adoption of a protocol to govern the flying of flags at Clacton Town Hall.

It was moved by Councillor Stock OBE, seconded by Councillor G V Guglielmi and:

**RESOLVED** that the Flag Flying Protocol for Clacton Town Hall, as set out in Appendix A to item A.3 of the Report of the Head of Leadership Support and Community, be approved and adopted.

**72. REPORT OF THE MONITORING OFFICER - A.4 - PROPOSED REVISION OF ANNEX E OF THE STANDARDS COMPLAINTS INVESTIGATION PROCEDURE**

Council was informed that, at the meeting of the Standards Committee held on 23 July 2018 (Minute 33 referred) the Monitoring Officer had referred to Part 4 of Annex E of the Standards Complaints Investigation Procedure and had explained to that Committee that at the present time the report that the Investigator produced did not have to include comments on all of the issues complained of, if for example, the Investigator found that only one issue had been proven. She had also informed that Committee that if it agreed that Annex E needed to be amended to reflect this then this would need to go to Council for approval as Annex E was part of the Council's Constitution.

It had therefore been moved by Councillor P Honeywood, seconded by Councillor Nicholls and:

*“RESOLVED that the revision to Annex E of the Standards Complaints Investigation Procedure be referred to Council.”*

Members were aware that the proposed revision to Annex E was set out, for Council's consideration, in the Appendix to the Monitoring Officer's report with the suggested changes indicated in RED.

It was moved by Councillor Heaney, seconded by Councillor Skeels Snr. and:

**RESOLVED** that the revised Annex E of the Standards Complaints Investigation Procedure, as set out in the Appendix to item A.4 of the Report of the Monitoring Officer, be approved and implemented with immediate effect.

**73. URGENT MATTERS FOR DEBATE**

There were none on this occasion.

The Meeting was declared closed at 8.35 pm

**Chairman**