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Restrictions apply on capacity in the building for public seating.
12 December 2022

To: The Chairman and Members of the Property Management and General Purposes Committee

(copied to all parish councillors for information)

Dear Members,

I hereby summon you to attend an Extra Meeting of the **Property Management and General Purposes Committee** to be held at **4.30 pm on Thursday, 22 December 2022** at **Park Hall, Whitwick Park, North Street, Whitwick**, for the purpose of transacting the following items of business.

Yours faithfully

A handwritten signature in cursive script that reads 'Cathy Tibbles'.

Cathy Tibbles, PSLCC
Parish Manager

*Members of the public are normally welcome to attend and observe Committee meetings. **However due to the nature of the business to be conducted, the council has instructed that the public and press will be excluded during this special meeting.** The outcome of the meeting will be announced at the end and reported to the council.*

3079. APOLOGIES FOR ABSENCE

3080. DECLARATIONS OF INTEREST

To receive declarations of interests in respect of items on the agenda. Members are reminded that they must declare whether the interest is a 'disclosable pecuniary interest' (in which case you must leave the meeting while that item is under discussion) or a 'registerable interest' (where you may remain in the meeting, vote and speak on the matter unless to do so would compromise your impartiality or other obligations set out in the Code of Conduct).

NB It is anticipated that any members with prior involvement or relationship with the parties in this matter will wish to avoid any conflict of interest.

3081. EXCLUSION OF PRESS AND PUBLIC

As resolved by the Council on 8 December 2022, that having regard to the confidential nature of the business to be transacted during the next item and the need to consider advice, publicity in respect of which would be prejudicial to the public interest, the press and public be now excluded from the meeting in pursuance of Section 1 of the Public Bodies (Admission to Meetings) Act 1960, as amended.

Members to note this information.

3082. INVESTIGATION REPORT

The Parish Manager to outline the operational system of allotment provision by the Parish Council.

Members to receive and consider the written Investigation Report of the Parish Manager (information sent to members and parties only) into the complaint made by a former tenant following eviction from their allotment plot earlier in the year.

Members' instructions are requested.

3083. THE COMPLAINT

This process is being held in accordance with the council Complaints Policy and the complainant has been invited to attend and to submit additional information by 19/12/22.

The Committee may wish to invite other parties involved to submit additional information or attend and answer questions – the Parish Manager may assist in these arrangements if necessary (please give notice by 19/12/22).

Parties will be requested to withdraw while a decision is reached and then invited to return to the meeting. The meeting may be adjourned if further advice or consideration is needed.

Members' instructions are requested.

3084. RECOMMENDATION(S)

The Chairman to announce the outcome of the complaint, which will be reported to both parties (if not in attendance) and to the Council at the next available meeting.

Members' instructions are requested.

*Date of next Committee meeting: **Thursday 5 January 2023 at 7 pm***

N.B. THE STATUTORY RIGHT FOR ANYONE TO RECORD COUNCIL MEETINGS HELD IN PUBLIC IS SUSPENDED FROM ITEM 3081-

3084. Therefore Standing Order 5.8 giving the right to record the meeting is not applicable.