

DRAFT Minutes of a meeting of Mayfield Parish Council **Complaints Committee** held on 7th November 2023 at 6pm in Mayfield Memorial Hall, Conygree Lane, Mayfield, Ashbourne DE6 2LD.

Present: Cllr Boura, Cllr Murfin, Clerk.

Cllr Harrison and Cllr Wakefield (as residents), plus two residents.

C 23.11.001 APOLOGIES AND APPROVAL OF ABSENCES – Cllr Keeling – APPROVED.

Cllr Murfin advised no chair needed for meeting. Clerk was not asked to advise.

C 23.11.002 TO RECEIVE DECLARATIONS OF INTERESTS AND TO CONSIDER REQUESTS FOR DISPENSATIONS. NONE

C 23.11.003 TO CONSIDER AND APPROVE THE MINUTES OF THE COMPLAINTS COMMITTEE MEETING HELD ON 26TH SEPTEMBER 2023.

Proposed Cllr Boura, Seconded Cllr Murfin. Vote unanimous – RESOLVED.

C 23.11.004 TO REVIEW SPCA GUIDANCE RE: COMPLAINTS COMMITTEE REPORT DATED 26TH SEPTEMBER 2023.

SPCA Guidance: From looking at the complaints procedure on the website, there is no specific mechanism for reviewing the complaint after it has initially been considered (other than an appeal). However, as long as the committee can meet again within the twenty-one working days since the original committee met (and a response provided to the complainant), it could be argued that the council is still in compliance with its complaints' procedure. Clerk advised Committee they had not met within twenty one days.

Cllr Murfin proposed to defer this item to next meeting, Seconded Cllr Boura. Vote unanimous – RESOLVED.

C 23.11.005 TO CONSIDER AND RECOMMEND APPEAL COMMITTEE

Cllr Boura proposed, Seconded Cllr Murfin. Vote unanimous – RESOLVED.

Clerk will add this recommendation to the Agenda for 5th December 2023 Parish Council meeting.

C 23.11.006 TO CONSIDER SITE VISIT COMPLAINT

Cllr Boura and Cllr Murfin reviewed the complaint.

Cllr Boura advised that good practice is for full Council to discuss all Applications and if an application deadline is between meetings (January and August) then Council to decide how to submit comments in December and July meetings each year.

Complainant provided details of Cambridgeshire County Council site visit policy. Clerk suggested reviewing the County Policy and adapting it to a Parish version. Clerk suggested once adapted to include on future full Parish Council meeting.

Proposed Cllr Murfin, Seconded Cllr Boura, Vote: unanimous – RESOLVED.

C 23.11.007 PUBLIC PARTICIPATION (10 mins)

RESIDENT A – asked a question on when the decision will be taken on returning the Friends of Mayfield Conservation Areas grant - Clerk advised that she did not know.

RESIDENT A – advised Committee he was the complainant and stated it is not acceptable to have people at the site visit that have an interest in the planning application. NOTED

RESIDENT A – advised that Parish Council versions of site visit policies are available on the internet. NOTED

The Committee meeting ended at 18.28.

No date set for next Committee Meeting.