

## ROOKSDOWN PARISH COUNCIL

### MINUTES OF A MEETING OF THE ALLOTMENT COMPLAINT COMMITTEE HELD ONLINE ON 27 May 2020 at 1600

	In Attendance	Apologies	Absent
Cllr Paul Lovett (Chairman)	✓		
Cllr Paul Mahoney	✓		
Cllr Scott Mason	✓		
Cllr Norman Morris	✓		

**Clerk:**

Martin Whittaker

**In attendance:**

None

**Action**

20/1 **To receive and accept apologies for absence**

Apologies were received from Cllr Lovett, saying he could not join the meeting until 1715, due to urgent work commitments.

The motion being proposed by Cllr Mahoney, seconded Cllr Mason, **IT WAS RESOLVED** unanimously to adjourn the meeting until that time.

The meeting was reconvened at 1715.

20/2 **Appointment of Chairman**

The motion being proposed by Cllr Morris, seconded Cllr Mason, **IT WAS RESOLVED** unanimously to elect Cllr Lovett as Chairman

20/3 **Approval of Terms of Reference**

The motion being proposed by Cllr Scott, seconded Cllr Mahoney, **IT WAS RESOLVED** unanimously to approve the Terms of Reference.

20/4 **Exclusion of Press and Public**

The motion being proposed by Cllr Mahoney, seconded Cllr Mason, **IT WAS RESOLVED** unanimously to, in accordance with the Public Bodies (Admission to Meetings) Act 1960, exclude the public and press for a discussion regarding a complaint received from a resident concerning management of the allotments where publicity might be prejudicial to the special nature of the business.

20/5 **Chairman to close meeting**

The Chairman closed the meeting at 1825.