

**MINUTES** of a **MEETING** of the **STANDARDS COMMITTEE** held on 18 June 2025  
at 5.15 pm

**Present  
Councillors**

E Buczkowski, F J Colthorpe, G Czapiewski,  
G Duchesne, M Fletcher, M Stratton,  
L Taylor, N Woollatt and D Wulff

**Also Present  
Councillor(s)**

S Keable, L Knight and S Robinson

**Also Present  
Officer(s):**

Stephen Walford (Chief Executive), Maria De Leburne  
(Director of Legal, People & Governance (Monitoring  
Officer)) and Laura Woon (Democratic Services Manager)

**Councillors  
Online**

J Buczkowski and M Farrell

**1 ELECTION OF CHAIR**

The Chair of the Council invited nominations for the election of a Chair for the  
municipal year 2025/26.

It was therefore **RESOLVED** that Cllr E Buczkowski be elected Chair of the  
Committee for the municipal year 2025/26.

(Proposed by Cllr L Taylor and seconded by Cllr G DuChesne)

**2 ELECTION OF VICE-CHAIR**

The Chair of the Committee invited nominations for the election of a Vice-Chair for  
the municipal year 2025/26.

It was therefore **RESOLVED** that Cllr G DuChesne be elected Vice-Chair of the  
Committee for the municipal year 2025/26.

(Proposed by Cllr D Wulff and seconded by Cllr M Fletcher)

**3 START TIME OF MEETINGS**

Cllr M Fletcher proposed and seconded by Cllr D Wulff that the Committee to be at  
5.15pm for the remainder of the 2025/26 municipal year.

The Committee **AGREED** to meet at 5.15pm for the remainder of the 2025/26 municipal year.

4 **APOLOGIES AND SUBSTITUTE MEMBERS**

There were no apologies.

5 **PUBLIC QUESTION TIME**

None received.

6 **MINUTES**

The minutes of the previous meeting were **APPROVED** as a true record and signed by the Chair.

7 **DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT**

No interests were declared under this item.

8 **CHAIR'S ANNOUNCEMENTS**

The Chair thanked the Committee for electing her as Chair of the Committee.

9 **AMENDMENTS TO THE CONSTITUTION FOLLOWING MOTIONS APPROVED BY COUNCIL**

The Committee **NOTED** the amendments to the constitution following motions approved by Council.

10 **ANNUAL REPORT OF THE MONITORING OFFICER 2024/2025**

The Committee had before it, and **NOTED**, a report \* from the Director of Legal, People and Governance (Monitoring Officer) providing it with an overview of the preceding year.

The following was highlighted:

- In the municipal year 2024/25, a total of 15 formal complaints had been made, 1 of which were withdrawn.
- In terms of the complaints which were not taken forward to investigation, the core themes were respect, bullying, harassment communication and reputational concerns including bringing the council into disrepute.
- There were only 5 declarations of gifts and hospitality made by officers. No members declared gifts and hospitality, but some members had previously chosen to do this via their registers of interests.
- There had been two Government consultation that had taken place and would be reported back to the committee in due course.

Consideration was given to:

- In regards to the Parish Clerks would any amendments need to be made to the Constitution for support and guidance.
- When the Social Media Policy due to be updated as the date stated on the policy was 2023.

**RESOLVED** that the Annual Report of the Monitoring Officer be **NOTED** and circulated to all Town and Parish Councils for information.

(Proposed by Cllr M Fletcher and seconded by Cllr G Czapiewski)

Note: \* Report previously circulated.

## 11 **UPDATE FROM THE GOVERNMENT CONSULTATION**

The Committee had before it and **NOTED**, a verbal update from the Director of Legal, People and Governance (Monitoring Officer) on the Government Consultations. There was no response yet to the consultation on Strengthening the Standards and Code of Conduct for Local Authorities in England. The Council were awaiting further legislation/guidance from Government in relation to remote attendance and proxy voting and this would be brought back to the Committee in due course.

Consideration was given to:

- The provision around proxy voting and what would be included.

## 12 **TERMS OF REFERENCES FOR COMMITTEES AND ADVISORY GROUPS**

The Committee received a verbal update from the Democratic Services Manager on the working group that was set up to review the Scheme of Delegations for Committees and Advisory Groups.

The Members of the working Group were **AGREED** to be Cllr G Czapiewski, Cllr F J Colthorpe and Cllr M Stratton.

## 13 **ADVISE TO ELECTED MEMBER WHO MAY BE VICTIMS OF CRIME**

The Committee had before it, a report \* from the Director of Legal, People and Governance (Monitoring Officer) providing advice to Elected Members who may be a Victim of Crime.

The following was highlighted:

- Elected members may be the victims of intimidation that can also amount to criminal conduct such as public order offences, criminal damage, communications offences, assaults, harassment, and stalking offences or hate crime.
- Training would be provided to Members in regards to Op Ford contribution to the safety and security, personal safety and Social media training.

Consideration was given to:

- A member and their family had been threatened and still ongoing.
- It is important that Members do not feel intimidated or threatened while undertaking their duties.
- Would the training be mandatory and not optional?
- To cover as part of the training the processes to follow.

**RESOLVED** that the Standards Committee recommend to Full Council that all members note the procedure and the option available to them in the event of an incident occurring.

(Proposed by Cllr L Taylor and seconded by Cllr G Czapiewski)

Note: \* Report previously circulated.

#### 14 **ACCESS TO INFORMATION – EXCLUSION OF THE PRESS AND PUBLIC**

The Chair stated that the Committee would remain in open session.

#### 15 **COMPLAINTS**

The Committee **NOTED** a verbal update from the Director of Legal, People and Governance (Monitoring Officer) which provided an update on complaints received.

The following was highlighted:

- Further information had been provided in more detail about the types of complaints that had been made.
- The themes were bullying, harassment and respect.

The following was discussed:

- Could it be included within the complaints if it had been upheld or not.
- Were there any complaints that may require further guidance or in additional training and development.

#### 16 **IDENTIFICATION OF ITEMS FOR THE NEXT MEETING**

The following items were identified for the next meeting of the Committee:

- Updates from the Government Consultation.
- Register of Interest form going through Modern.gov.

Members were requested to contact either the Monitoring Officer or the Chair with any additional items.

(The meeting ended at 17.38pm)

**CHAIR**