



C H I L T O N T O W N C O U N C I L

Mayor Cllr. S. Reece
Chilton Town Council

You are summoned to a meeting of Chilton Town Council Complaints and Appeals Committee to be held on
Tuesday 16 June 2026 at 6.00pm in Hutton House, Chilton

Agenda

1. To receive apologies for absence
2. Declarations of Interest
3. Member Dispensation
4. To note the Committee Terms of Reference (within the Scheme of Delegation)
5. To confirm the procedure for the meeting and how decisions may be communicated
6. To RESOLVE that under Public Bodies (Admissions to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during consideration of the following item of business as publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted
7. To hear the appeals and decide the outcome of each appeal, following the procedure below:
 - a) Consider the written submission and hear from the appellant (if present).
 - b) Hear from the Clerk.
 - c) Ask questions of the parties and allow brief closing remarks.
 - d) Retire to consider the appeal and reach a decision (or defer if necessary).
 - e) Confirm the decision and how it will be communicated to the appellant.

A handwritten signature in black ink, appearing to read 'C Llewelyn'.

Claire Llewelyn
Town Clerk
10 June 2026

To Committee Members:

Councillor D. English (Committee Chair)
Councillor S. Reece (Committee Vice Chair)
Councillor E. Bruce
Councillor P. Malpas

To all Town Council Members for information