

■ Council and Committee Meetings

REX THAKE

Glensford, Stanstead

TROT WARD

Brantham, Stutton,
Tattingstone

SUE WIGGLESWORTH

Higham, Layham, Polstead,
Raydon, Shelley

DAVID WOOD

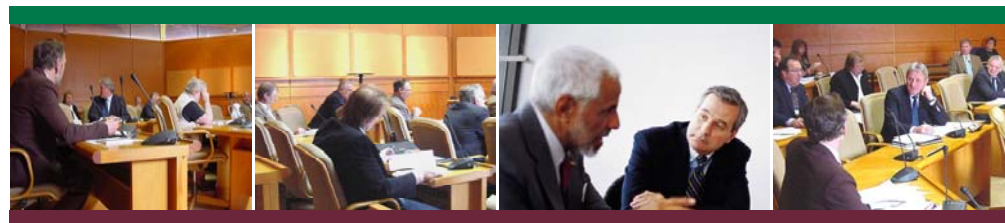
Brantham, Stutton,
Tattingstone

LEN YOUNG

Glensford, Stanstead

Council and Committee Meetings

A brief guide for visitors



If you have any queries or require more information, please talk to the General Customer Services Team on 01473 826622

Babergh District Council
Corks Lane, Hadleigh
Ipswich IP7 6SJ
Minicom: 01473 825878 

If you need help to understand this information in another language or would like it in another format (audio version or large print) please call 01473 826622



Council and Committee Meetings

All meetings of Babergh District Council and its Committees are open to the press and public, held in the Council Chamber and normally start at 9.30 a.m.

At meetings of the **Council** Babergh residents have the opportunity to ask a question of any Committee Chairman which has been submitted in writing at least two days before the meeting. If you would like to ask a question and require assistance please contact the General Customer Services Team on 01473 826622 or email: committee.services@babergh.gov.uk

At meetings of the **Development Committee** there is an opportunity for applicants, objectors and Town or Parish Council representatives to speak on planning applications - please ask for our separate leaflet "HAVE YOUR SAY ON PLANNING APPLICATIONS".

Councillors have name badges, and a list of their names and the Parishes they represent is on the back of this leaflet.

Council staff also wear badges, giving their names and job titles, and will be pleased to answer any questions you may have before or after the meeting.

Copies of the Agenda and non-confidential reports are available on the Council's Web Site (www.babergh.gov.uk) and at the meeting – please leave them behind when you leave.

The Agenda sets out the business to be dealt with at the meeting. Some items, usually at the end of the Agenda, may be confidential, and the press and public will be asked to leave before they are discussed.

Council and Committee Meetings

DESMOND KEANE
Bildeston, Brettenham,
Hitcham, Wattisham

RICHARD KEMP
Alpheton, Long Melford

DAWN KENDALL
Aldham, Elmsett, Kersey,
Nedging-with-Naughton,
Semer, Whatfield

FRANK LAWRENSON
Acton, Chilton, Great
Waldingfield, Little
Waldingfield

JAMES LONG
Boxted, Hartest, Lawshall,
Shimpling, Somerton

NEIL MACMASTER
Great Cornard (North)

MARY MUNSON
Hadleigh (North)

MARK NEWMAN
Great Cornard (South)

JACK NORMAN
Lavenham

JOHN NUNN
Alpheton, Long Melford

ADRIAN OSBORNE
Sudbury (East)

JACK OWEN
Sudbury (East)

KATHY POLLARD
Capel St Mary, Great
Wenham, Little Wenham,
Holton St Mary, Stratford St
Mary

NICK RIDLEY
Belstead, Burstall,
Chattisham, Copdock and
Washbrook, Hintlesham,
Sproughton, Wherstead

BRIAN RILEY
Hadleigh (North)

TONY ROBERTS
Chelmondiston,
Erwarton, Freston,
Shotley, Woolverstone

DAVID ROSE
Harkstead, Holbrook

JOHN SAYERS
Sudbury (North)

RAY SMITH
Sudbury (North)

Council and Committee Meetings

JENNY ANTILL

Acton, Chilton, Great
Waldingfield,
Little Waldingfield

CLIVE ARTHEY

Brent Eleigh, Chelsworth,
Cockfield, Kettlebaston,
Monks Eleigh, Preston St
Mary, Thorpe Morieux

MICHAEL BAMFORD

Bentley, East Bergholt

SIMON BARRETT

Sudbury (South)

TONY BAVINGTON

Great Cornard (North)

PETER BEER

Great Cornard (South)

NIGEL BENNETT

Sudbury (South)

PETER BURGOYNE

Pinewood

DAVID BUSBY

Pinewood

SUE CARPENDALE

Capel St Mary, Great
Wenham, Little Wenham,
Holton St Mary, Stratford St
Mary

RICHARD CAVE

Nayland-with-Wissington,
Stoke-by-Nayland

JOHN DEACON

Chelmondiston, Erwarton,
Freston, Shotley,
Woolverstone

KATHRYN GRANDON

Hadleigh (South)

DAVID GRUTCHFIELD

Hadleigh (South)

JOHN HINTON

Bentley, East Bergholt

PETER HOLBROOK

Bures St Mary, Little Cornard,
Newton

BRYN HURREN

Boxford, Edwardstone,
Groton, Lindsey, Milden

JENNIE JENKINS

Assington, Leavenheath

PETER JONES

Belstead, Burstall, Chattisham,
Copdock and Washbrook,
Hintlesham, Sproughton,
Wherstead

Council and Committee Meetings

Full Council Meetings are formal.

The Chairman wears the chain and badge of office and the meeting is opened with a short prayer for those wishing to participate.



At Council Meetings Councillors

stand up to speak. The Chairman and the Vice-Chairman of the Council together with the Chairmen of Committees sit at the top table facing the doors. The Council's Chief Executive and other Senior Officers sit to the Chairman's left.

The Committee Chairmen present recommendations from their Committees. Although Committees can make a lot of decisions (under powers given to them by the Council) the Council itself has to decide major issues and has "the last word" on items like the Budget which will have been previously considered in great detail by the Committees.

Committee meetings are less formal - Councillors sit to speak and senior Council staff present reports.

Both Council and Committee meetings are run according to Procedure Rules (which have been agreed by the Council), and by legal requirements called statutory provisions.

Council and Committee Meetings

The **Chairman** is responsible for the orderly conduct of the meeting, and asks **Councillors** to vote on proposals ("motions") which have been proposed and seconded. The decision on an item is made by the passing of a resolution with a majority of Councillors voting in favour. **Voting** is normally by a simple show of hands, although it may seem more complicated if amendments are proposed to an original motion.

A **Committee Structure** chart is set out within this leaflet.

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You are welcome to take this leaflet away with you for future reference.

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