

The Council shall consider whether the circumstances attending any complaint warrant the matter being discussed in the absence of the press and public but any decision on a complaint shall be announced at the Council meeting in public.

As soon as may be after the decision has been made it and the nature of any action to be taken shall be communicated in writing to the complainant.

A Council shall defer dealing with any written complaint only if it is of the opinion that issues of law or practice arise on which advice is necessary. The complaint shall be dealt with at the next meeting after the advice has been received.

Adopted July 2009

Janet Gobey, Clerk  
Norton Fitzwarren parish Council