MINUTES of MEETING of COMMUNITY COUNCIL CONDUCT REVIEW PANEL held BY SKYPE on MONDAY, 29 MARCH 2021

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Present: Councillor Richard Trail (Chair)

Councillor Jean Moffat
Councillor Sandy Taylor
Watson Robinson
Rachel Whyte

Attending: Shona Barton, Committee Manager (Independent Advisor)
Lynsey Innis, Senior Committee Assistant (Minute Taker)

1. APPOINTMENT OF CHAIR

The Committee Manager welcomed everyone to the meeting and invited the Panel to nominate a Chair for the proceedings. It was unanimously agreed to appoint Councillor Richard Trail as Chair of this Complaints Conduct Review Panel.

2. APOLOGIES FOR ABSENCE

There were no apologies for absence intimated.

3. DECLARATIONS OF INTEREST

There were no declarations of interest intimated.

The Committee Manager advised of information that had been omitted from the agenda pack. She advised that the information in question, an email from the subject of the

Decision

1. **Code of Conduct**

   Having given consideration to the information before them, the Panel agreed that in writing letters on a personal planning matter, and making mention to his position as a Community Councillor, the member did in fact breach the Code of Conduct, by failing to separate his role as a Community Councillor with that of a private individual. However, it was noted that the member had only been a Community Councillor for a short period of time and may be lacking in essential governance training.

   Decision Upheld

2. **Selflessness**

   The Panel, having already agreed that the member had failed to separate his role

The Panel, having determined that they upheld 2 of the breaches of the Code of Conduct, agreed to impose sanction 13.5.2, to issue a formal written warning to the member in question, as set out in the Scheme of Establishment for Community Councils. The written warning is to include a 6 month monitoring period. The Panel noted that the subject of the complaint was a new member of the Community Council and recognised the need for