

Question from Mr H. B. Wilkins

Reply from the Chair:-

The minutes of meetings are not intended to be a verbatim record of the discussion. They provide an accurate record of the decision reached by committees. A brief summary of the key points made by members is included to provide a context for the decision. It is a matter of judgement which points are regarded as “key” but a balance needs to be struck in order to keep administrative costs within reasonable levels (sometimes members debate matters at great length). Committee members reach their decisions having heard all the interventions from councillors during the preceding debate.

In one respect, however, the minutes of the meeting of 27th January are not complete and need to be altered. The committee agreed to note the capital programme proposal but requested further information on some unanswered questions and it was agreed that all members of the committee would be circulated. This agreement to circulate should have been noted in the minutes and they will be amended to include it.

I can confirm that the information was circulated to all committee members the day after the meeting. Since the matter under discussion was the Council's budget, members had an opportunity to raise the matter again either at the Executive or at full Council.