



FAIR OAK & HORTON HEATH PARISH COUNCIL

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Minutes of the INQUORATE ASSET Committee Meeting

held on Monday 5 June 2023 at 10.00am

Parish Offices, Fair Oak

P = present, Ab = absent, Ap = apologies

Committee:

Ab Cllr Anderson

P Cllr Bird

Ap Cllr Broomfield

Ap Cllr Douglas

Ap Cllr Forfar

P Cllr Meech

Ab Cllr Scott (Chairman)

Ab Cllr M Smith

Officers in Attendance:

Melanie Stephens, Clerk & Martin Johnson, Operations Manager

1. INQUORATE MEETING

The Clerk commented that a formal notice had been issued to all members of the Committee in accordance with the relevant legislation.

It was further explained that the Council's Constitution states that the quorum at a meeting of a committee will be the greater of 3 or one quarter of the whole of the membership.

If at the start of the meeting there is not a quorum present, then if after a period of five minutes there is still not a quorum, the meeting will be abandoned, and all items deferred to the next Full Council meeting.

As there were insufficient members present for a quorum, the meeting was abandoned and all items with reports on the agenda deferred to the June Full Council meeting.

Signed Chairman

