

FORTHCOMING DECISIONS LIST

(Key Decisions and other Executive Decisions for the period
May 2019 to March 2020)

Published 31 May 2019

This list (Key Decisions and other Executive Decisions) contains details of all of the Key Decisions and other Decisions/Matters taken in private that are planned over the next four months.



It will be updated on a monthly rolling basis and provides at least 28 clear days' notice of the consideration of any key decisions, and of the taking of any items in private. It is published in accordance with the Local Authorities (Executive Arrangements) Meetings and Access to Information) (England) Regulations 2012.

A key decision (as per Part 1, 12.7.1 in the Constitution) is an Executive decision which is likely to:

- (a) Result in the Council spending, or saving a significant amount compared with the Budget for the service or function the decision relates to; or
- (b) Have a "significant" effect on communities living or working in an area made up of two or more wards.

When assessing whether or not a decision is a key decision, Councillors must consider all the circumstances of the case. However, a decision which results in a significant amount spent or saved, will generally be considered to be a key decision if:

- (a) The amount spent is £150,000 or more of revenue or capital expenditure;
- (b) Savings of £150,000 or more per annum;
- (c) Where a decision makes a commitment for spending over a period of time, it is the total commitment that must be considered to see if it is a key decision.

A key decision which is considered to have a "significant" effect on communities should usually be of a strategic rather than operational nature and have an outcome which will have an effect upon a significant number of people living or working in the area and impact upon:

- (a) The amenity of the community or;
- (b) Quality of service provided by the Council.

Consideration of Decisions

The majority of items will be considered at a meeting to which any member of the public may attend and observe but may not speak. Any items marked with an asterisk * and categorised as an “Exempt Report” may be taken in private, if the related documentation contains “Exempt” or “Confidential” Information as defined in Schedule 12A of the Local Government Act 1972.

The categories of exempt information are:-

1. Information relating to any individual
2. Information which is likely to reveal the identity of an individual
3. Information relating to the financial or business affairs of any particular person (including the authority holding that information)
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the Authority
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings
6. Information which reveals that the authority proposes a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or b) to make an order or direction under any enactment
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

Cabinet Members will consider information on key decisions through reports, associated appendices and schedules etc. Other documentation relevant to the decision being made may also be submitted for consideration. Subject to the “exemption and confidentiality” qualifications above, copies or extracts from any report or related documentation relating to a key decision will be available from the relevant Contact Officer listed in this Plan.

BABERGH DISTRICT COUNCIL PORTFOLIO HOLDER – CONTACT DETAILS

Name	Portfolio	Telephone No	E-mail Address
Cllr John Ward	Leader of the Council and Cabinet Member for Finance	01787 210551	John.ward@babergh.gov.uk
Cllr Clive Arthey	Deputy Leader of the Council and Cabinet Member for Planning	01787 211316	Clive.arthey@babergh.gov.uk
Cllr Jan Osborne	Housing	01787 466096	Jan.osborne@babergh.gov.uk
Cllr Michael Holt	Economic Growth	01787 281712	Michael.holt@babergh.gov.uk
Cllr Elisabeth Malvisi	Environment	07891 018162	Elisabeth.malvisi@babergh.gov.uk
Cllr Derek Davis	Communities	01473 787375	Derek.davis@babergh.gov.uk
Cllr David Busby	Assets and Investments	01473 311576	David.busby@babergh.gov.uk
Cllr Lee Parker	Customers, Digital Transformation & Improvement	01787 376073	Lee.parker@babergh.gov.uk

MID SUFFOLK DISTRICT COUNCIL PORTFOLIO HOLDER – CONTACT DETAILS

Name	Portfolio	Telephone No	E-mail Address
Cllr Suzie Morley	Leader of the Council and Cabinet Member for Assets & Investments	01449 711306	Suzie.morley@midsuffolk.gov.uk
Cllr Gerard Brewster	Deputy Leader of the Council and Cabinet Member for Economy	01449 073856	Gerard.brewster@midsuffolk.gov.uk
Cllr John Whitehead	Finance	01473 833279	John.whitehead@midsuffolk.gov.uk
Cllr Jessica Fleming	Environment	N/A	Jessica.fleming@midsuffolk.gov.uk
Cllr Julie Flatman	Communities & Housing	01986 798661	Julie.flatman@midsuffolk.gov.uk
Cllr David Burn	Planning	01379 788712	David.burn@midsuffolk.gov.uk
Cllr Suzie Morley	Customers, Digital Transformation & Improvement	01449 711306	suzie.morley@midsuffolk.gov.uk

Forthcoming Decisions list (KEY, EXEMPT AND OTHER EXECUTIVE DECISIONS)

May 2019 to March 2020 (Published 31 May 2019)

Unique Ref No:	Decision Maker & Decision Date	Subject	Summary	Contacts:		Key Decision ?	Confidential?
				Cabinet Member(s)/MSR	Officer(s)		
Pre-Election Period							
CAB110	Cabinet 12/13 June 2019	End of Year Performance Report 2018/19	To approve the performance report and the performance outcome information adequately reflects the Councils performance	BDC/MSDC Cabinet Member for Organisational Delivery	Karen Coll, Corporate Manager – Business Improvement 01449 724566 Karen.coll@baberghmidsuffolk.gov.uk	No	No
CAB114	Cabinet 12/13 June 2019	Regulation of Investigatory Powers Act 2000 (RIPA) - Use of Legislation and Updated Policy	To approve the refreshed RIPA policy	BDC/MSDC Cabinet Member for Organisational Delivery	John Snell, Corporate Manager – Internal Audit 01473 296336 John.snell@baberghmidsuffolk.gov.uk	No	No
CAB146	Cabinet 10/13 June 2019	End of Year Risk Position Statement and Progress Report and Update of Risk Management Strategy	To approve the end of year risk register and details of risk progress. Update of Risk Management Strategy.	BDC/MSDC Cabinet Member for Customers, Digital Transformation & Improvement	John Snell, Corporate Manager – Internal Audit 01473 296336 John.snell@baberghmidsuffolk.gov.uk	No	No
CAB118	MSDC Cabinet 12 June 2019	Thurston Neighbourhood Plan	To approve that the Thurston Neighbourhood Plan be advanced to a local referendum	MSDC Cabinet Member for Planning	Robert Hobbs, Corporate Manager – Strategic Planning, 01449 724812 Robert.hobbs@baberghmidsuffolk.gov.uk	No	No
CAB120	MSDC Cabinet 12 June 2019	General Fund 2018/19 Outturn	To note the 2018/19 Outturn position for the General Fund	MSDC Cabinet Member for Finance	Melissa Evans, Corporate Manager - Financial Services 01473 296320 Melissa.evans@baberghmidsuffolk.gov.uk	Yes	No

Unique Ref No:	Decision Maker & Decision Date	Subject	Summary	Contacts:		Key Decision ?	Confidential?
				Cabinet Member(s)/MSR	Officer(s)		
CAB121	MSDC Cabinet 12 June 2019	Housing Revenue Account (HRA) 2018/19 Outturn	To note the 2018/19 Outturn position for the HRA	MSDC Cabinet Member for Finance	Melissa Evans, Corporate Manager - Financial Services 01473 296320 Melissa.evans@baberghmidsuffolk.gov.uk	Yes	no
CAB144	MSDC Cabinet 12 June 2019	Exemption from Competitive Sourcing for Affordable Housing Development, Mendlesham	To approve Exemption from Competitive Sourcing	MSDC Cabinet Member for Housing	Anne Bennett, Corporate Manager – Housing Development 01449 724879 Anne.bennett@baberghmidsuffolk.gov.uk	Yes	Yes, as per Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972
CAB123	BDC Cabinet 13 June 2019	General Fund 2018/19 Outturn	To note the 2018/19 Outturn position for the General Fund	BDC Cabinet Member for Finance	Melissa Evans, Corporate Manager - Financial Services 01473 296320 Melissa.evans@baberghmidsuffolk.gov.uk	Yes	No
CAB122	BDC Cabinet 13 June 2019	Housing Revenue Account (HRA) 2018/19 Outturn	To note the 2018/19 Outturn position for the HRA	BDC Cabinet Member for Finance	Melissa Evans, Corporate Manager - Financial Services 01473 296320 Melissa.evans@baberghmidsuffolk.gov.uk	Yes	No
CNL19	Council 25/27 June 2019	Draft Joint Local Plan – Regulation 18	To agree a Regulation 18 Draft Joint Local Plan, which sets out the preferred strategic policies, development management policies and site allocations to guide and support development in the two districts. Consultation is anticipated in the summer of 2019	BDC/MSDC Cabinet Member for Planning	Robert Hobbs, Corporate Manager – Strategic Planning, 01449 724812 Robert.hobbs@baberghmidsuffolk.gov.uk	Yes	No

Unique Ref No:	Decision Maker & Decision Date	Subject	Summary	Contacts:		Key Decision ?	Confidential?
				Cabinet Member(s)/MSR	Officer(s)		
CNL51	BDC Council 25 June 2019	Nominations for Appointments of Directors to the Board of BDC (Suffolk Holdings Ltd)	To approve the appointment of Directors to the Board of BDC (Suffolk Holdings) Ltd	Chair of BDC Suffolk Holdings) Ltd	Emily Atack, Assistant Director – Assets and Investments 01473 265372 Emily.atack@baberghmidsuffolk.gov.uk	N/A	No
CNL52	MSDC Council 27 June 2019	Nominations for Appointments of Directors to the Board of MSDC (Suffolk Holdings Ltd)	To approve the appointment of Directors to the Board of MSDC (Suffolk Holdings) Ltd	Chair of MSDC Suffolk Holdings) Ltd	Emily Atack, Assistant Director – Assets and Investments 01473 265372 Emily.atack@baberghmidsuffolk.gov.uk	N/A	No
CAB113	Cabinet 8/11 July 2019	Improving Access to the Private Rented Sector	To approve the development of an in-house letting's partnership, to enable to work more effectively with private landlords to prevent homelessness	BDC/MSDC Cabinet Member for Housing	Heather Tucker, Corporate Manager – Homeless Prevention and Financial Inclusion 01449 724767 Heather.sparrow@baberghmidsuffolk.gov.uk	Yes	<i>This report will be heard in private as per Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972, as it contains information relating to the financial or business affairs of any particular person (including the Council)</i>
CAB116	MSDC Cabinet 8 July 2019	Botesdale and Rickinghall Neighbourhood Plan	To approve that the Botesdale and Rickinghall Neighbourhood Plan be advanced to a local referendum	MSDC Cabinet Member for Planning	Robert Hobbs, Corporate Manager – Strategic Planning, 01449 724812 Robert.hobbs@baberghmidsuffolk.gov.uk	No	No
CAB117	MSDC Cabinet 8 July 2019	Haughley Neighbourhood Plan	To approve that the Haughley Neighbourhood Plan be advanced to a local referendum	MSDC Cabinet Member for Planning	Robert Hobbs, Corporate Manager – Strategic Planning, 01449 724812 Robert.hobbs@baberghmidsuffolk.gov.uk	No	No
CAB84	MSDC Cabinet 8 July 2019	Future Leisure Management Options	To agree the future management approach to the Council's Leisure Contract	MSDC Cabinet Member for Communities	Chris Fry, Assistant Director – Environment and Commercial Partnerships 01449 724805 Chris.fry@baberghmidsuffolk.gov.uk	Yes	<i>This report will be heard in private as per Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972, as it contains information relating to the financial or business affairs of any particular person (including the Council)</i>

Unique Ref No:	Decision Maker & Decision Date	Subject	Summary	Contacts:		Key Decision ?	Confidential?
				Cabinet Member(s)/MSR	Officer(s)		
CAB119	BDC Cabinet 11 July 2019	Elmsett Neighbourhood Plan	To approve that the Elmsett Neighbourhood Plan be advanced to a local referendum	BDC Cabinet Member for Planning	Robert Hobbs, Corporate Manager – Strategic Planning 01449 724812 Robert.hobbs@babberghmid.suffolk.gov.uk	No	No
CNL40 (CAB94)	Council 23/25 July 2019	Equality and Diversity Policy	To receive feedback and comments on the drafted Equality and Diversity Policy	BDC/MSDC Cabinet Member for Finance	Kate Parnum, Project and Research Officer 01449 724901 Kate.parnum@babberghmid.suffolk.gov.uk	N/A	No
CNL43	Council 23/25 July 2019	Capital Investment Fund Company (CIFCO Capital Ltd.) Business Trading and Performance Report 2018/19 and Business Plan 2019/20	To note CIFCO Capital Ltd Trading activity and performance for 2018/19 and to approve the CIFCO Business Plan for 2019/20	Chair of BDC (Suffolk Holdings) Ltd. Chair of MSDC (Suffolk Holdings) Ltd.	Emily Atack, Assistant Director – Assets and Investments 01473 265372 Emily.atak@babberghmids.suffolk.gov.uk	N/A	Yes, in part, as per Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972
CAB94 (CNL40)	Cabinet 5/8 August 2019	Equality and Diversity Policy	To approve the drafted Equality and Diversity Policy	BDC/MSDC Cabinet Member for Finance	Kate Parnum, Project and Research Officer 01449 724901 Kate.parnum@babberghmid.suffolk.gov.uk	N/A	No
CAB124	MSDC Cabinet 9 September 2019	Quarter 1 Budgetary Control 2019/20 - General Fund	To note the Q1 budgetary position for the General Fund	MSDC Cabinet Member for Finance	Melissa Evans, Corporate Manager - Financial Services 01473 296320 Melissa.evans@babberghmidsuffolk.gov.uk	Yes	No
CAB126	MSDC Cabinet 9 September 2019	Quarter 1 Budgetary Control 2019/20 - HRA	To note the Q1 budgetary position for the HRA	MSDC Cabinet Member for Finance	Melissa Evans, Corporate Manager - Financial Services 01473 296320 Melissa.evans@babberghmidsuffolk.gov.uk	Yes	No

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				Cabinet Member(s)/MSR	Officer(s)		
CAB125	BDC Cabinet 12 September 2019	Quarter 1 Budgetary Control 2019/20 - General Fund	To note the Q1 budgetary position for the General Fund	BDC Cabinet Member for Finance	Melissa Evans, Corporate Manager - Financial Services 01473 296320 Melissa.evans@baberghmidsuffolk.gov.uk	Yes	No
CAB127	BDC Cabinet 12 September 2019	Quarter 1 Budgetary Control 2019/20 - HRA	To note the Q1 budgetary position for the HRA	BDC Cabinet Member for Finance	Melissa Evans, Corporate Manager - Financial Services 01473 296320 Melissa.evans@baberghmidsuffolk.gov.uk	Yes	No
CNL48	Council 24/26 Sept 2019	Joint Annual Treasury Management Report 2018/19	To note the Treasury Management activity for 2018/19 in accordance with the approved TM Strategy	BDC/MSDC Cabinet Member for Finance	Melissa Evans, Corporate Manager - Financial Services 01473 296320 Melissa.evans@baberghmidsuffolk.gov.uk	N/A	No
CNL22	Council 22/24 October 2019	Assets Strategy	To approve the Asset Strategy document	BDC/MSDC Cabinet Member for Finance	Emily Atack, Assistant Director – Assets and Investments 01473 265372 Emily.atack@baberghmidsuffolk.gov.uk	N/A	No
CAB115	Cabinet 2/5 December 2019	Half Year Significant Risk Progress Report	To approve an update on the Significant Risk Register and progress of risk management during first six months of 2019/2020	BDC/MSDC Cabinet Member for Organisational Delivery	Claire Crascall, Internal Audit and Risk Management Officer 01449 724570 Claire.crascall@baberghmidsuffolk.gov.uk	No	No
CAB128	MSDC Cabinet 2 December 2019	Quarter 2 Budgetary Control 2019/20 - General Fund	To note the Q2 budgetary position for the General Fund	MSDC Cabinet Member for Finance	Melissa Evans, Corporate Manager - Financial Services 01473 296320 Melissa.evans@baberghmidsuffolk.gov.uk	Yes	No

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CAB130	MSDC Cabinet 2 December 2019	Quarter 2 Budgetary Control 2019/20 - HRA	To note the Q2 budgetary position for the HRA	MSDC Cabinet Member for Finance	Melissa Evans, Corporate Manager - Financial Services 01473 296320 Melissa.evans@baberghmidsuffolk.gov.uk	Yes	No
CAB129	BDC Cabinet 5 December 2019	Quarter 2 Budgetary Control 2019/20 - General Fund	To note the Q2 budgetary position for the General Fund	BDC Cabinet Member for Finance	Melissa Evans, Corporate Manager - Financial Services 01473 296320 Melissa.evans@baberghmidsuffolk.gov.uk	Yes	No
CAB131	BDC Cabinet 5 December 2019	Quarter 2 Budgetary Control 2019/20 - HRA	To note the Q2 budgetary position for the HRA	BDC Cabinet Member for Finance	Melissa Evans, Corporate Manager - Financial Services 01473 296320 Melissa.evans@baberghmidsuffolk.gov.uk	Yes	No
CNL49	Council 10/12 Dec 2019	Treasury Management Half Year Report 2019/20	To note the TM activity for the first six months of 2019/20 in accordance with the approved TM Strategy	BDC/MSDC Cabinet Member for Finance	Melissa Evans, Corporate Manager - Financial Services 01473 296320 Melissa.evans@baberghmidsuffolk.gov.uk	N/A	No
CAB132	MSDC Cabinet 13 January 2020	Draft General Fund Budget 2020/21	To endorse the draft General Fund Budget for recommendation to Council	MSDC Cabinet Member for Finance	Melissa Evans, Corporate Manager - Financial Services 01473 296320 Melissa.evans@baberghmidsuffolk.gov.uk	Yes	No
CAB134	MSDC Cabinet 13 January 2020	Draft HRA Budget 2020/21	To endorse the draft HRA Budget for recommendation to Council	MSDC Cabinet Member for Finance	Melissa Evans, Corporate Manager - Financial Services 01473 296320 Melissa.evans@baberghmidsuffolk.gov.uk	Yes	No

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				Cabinet Member(s)/MSR	Officer(s)		
CAB133	BDC Cabinet 16 January 2020	Draft General Fund Budget 2020/21	To endorse the draft General Fund Budget for recommendation to Council	BDC Cabinet Member for Finance	Melissa Evans, Corporate Manager - Financial Services 01473 296320 Melissa.evans@baberghmidsuffolk.gov.uk	Yes	No
CAB135	BDC Cabinet 16 January 2020	Draft HRA Budget 2020/21	To endorse the draft HRA Budget for recommendation to Council	BDC Cabinet Member for Finance	Melissa Evans, Corporate Manager - Financial Services 01473 296320 Melissa.evans@baberghmidsuffolk.gov.uk	Yes	No
CAB145	Cabinet 10/13 Feb 2020	Joint Capital, Investment & Treasury Management Strategies (2020/21 onwards)	To endorse the recommendation to Council that the Joint Capital, Investment and TM Strategies for 2020/21 be approved	BDC/MSDC Cabinet Member for Finance	Melissa Evans, Corporate Manager - Financial Services 01473 296320 Melissa.evans@baberghmidsuffolk.gov.uk	N/A	No
CAB136	MSDC Cabinet 10 February 2020	General Fund Budget 2020/21	To endorse the General Fund Budget for recommendation to Council	MSDC Cabinet Member for Finance	Melissa Evans, Corporate Manager - Financial Services 01473 296320 Melissa.evans@baberghmidsuffolk.gov.uk	Yes	No
CAB138	MSDC Cabinet 10 February 2020	HRA Budget 2020/21	To endorse the HRA Budget for recommendation to Council	MSDC Cabinet Member for Finance	Melissa Evans, Corporate Manager - Financial Services 01473 296320 Melissa.evans@baberghmidsuffolk.gov.uk	Yes	No
CAB137	BDC Cabinet 13 February 2020	General Fund Budget 2020/21	To endorse the General Fund Budget for recommendation to Council	BDC Cabinet Member for Finance	Melissa Evans, Corporate Manager - Financial Services 01473 296320 Melissa.evans@baberghmidsuffolk.gov.uk	Yes	No

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				Cabinet Member(s)/MSR	Officer(s)		
CAB139	BDC Cabinet 13 February 2020	HRA Budget 2020/21	To endorse the HRA Budget for recommendation to Council	BDC Cabinet Member for Finance	Melissa Evans, Corporate Manager - Financial Services 01473 296320 Melissa.evans@baberghmidsuffolk.gov.uk	Yes	No
CNL50	Council 26/27 Feb 2020	Joint Capital, Investment & Treasury Management Strategies (2020/21 onwards)	To approve the Joint Capital, Investment and Treasury Management Strategies for 2020/21	BDC/MSDC Cabinet Member for Finance	Melissa Evans, Corporate Manager - Financial Services 01473 296320 Melissa.evans@baberghmidsuffolk.gov.uk	N/A	No
CNL45	BDC Council 26 February 2020	General Fund Budget 2020/21	To approve the 2020/21 General Fund Budget	BDC Cabinet Member for Finance	Melissa Evans, Corporate Manager - Financial Services 01473 296320 Melissa.evans@baberghmidsuffolk.gov.uk	Yes	No
CNL47	BDC Council 26 February 2020	HRA Budget 2020/21	To approve the 2020/21 HRA Budget	BDC Cabinet Member for Finance	Melissa Evans, Corporate Manager - Financial Services 01473 296320 Melissa.evans@baberghmidsuffolk.gov.uk	Yes	No
CNL44	MSDC Council 27 February 2020	General Fund Budget 2020/21	To approve the 2020/21 General Fund Budget	MSDC Cabinet Member for Finance	Melissa Evans, Corporate Manager - Financial Services 01473 296320 Melissa.evans@baberghmidsuffolk.gov.uk	Yes	No
CNL46	MSDC Council 27 February 2020	HRA Budget 2020/21	To approve the 2020/21 HRA Budget	MSDC Cabinet Member for Finance	Melissa Evans, Corporate Manager - Financial Services 01473 296320 Melissa.evans@baberghmidsuffolk.gov.uk	Yes	No

Unique Ref No:	Decision Maker & Decision Date	Subject	Summary	Contacts:		Key Decision ?	Confidential?
				Cabinet Member(s)/MSR	Officer(s)		
CAB140	MSDC Cabinet 9 March 2020	Quarter 3 Budgetary Control 2019/20 - General Fund	To note the Q3 budgetary position for the General Fund	MSDC Cabinet Member for Finance	Melissa Evans, Corporate Manager - Financial Services 01473 296320 Melissa.evans@baberghmidsuffolk.gov.uk	Yes	No
CAB142	MSDC Cabinet 9 March 2020	Quarter 3 Budgetary Control 2019/20 - HRA	To note the Q3 budgetary position for the HRA	MSDC Cabinet Member for Finance	Melissa Evans, Corporate Manager - Financial Services 01473 296320 Melissa.evans@baberghmidsuffolk.gov.uk	Yes	No
CAB141	BDC Cabinet 12 March 2020	Quarter 3 Budgetary Control 2019/20 - General Fund	To note the Q3 budgetary position for the General Fund	BDC Cabinet Member for Finance	Melissa Evans, Corporate Manager - Financial Services 01473 296320 Melissa.evans@baberghmidsuffolk.gov.uk	Yes	No
CAB143	BDC Cabinet 12 March 2020	Quarter 3 Budgetary Control 2019/20 - HRA	To note the Q3 budgetary position for the HRA	BDC Cabinet Member for Finance	Melissa Evans, Corporate Manager - Financial Services 01473 296320 Melissa.evans@baberghmidsuffolk.gov.uk	Yes	No

Key:

 Babergh District Council Only
  Mid Suffolk District Council Only
  Joint – Mid Suffolk and Babergh District Councils

If you have any queries regarding this Forward Plan, please contact Henriette Holloway on 01449 724681 or Email: committees@baberghmidsuffolk.gov.uk

If you wish to make any representations as to why you feel an item that is marked as an “exempt” or confidential item should instead be open to the public, please contact the Monitoring Officer on 01449 724694 or Email: emily.yule@baberghmidsuffolk.gov.uk. Any such representations must be received at least 10 working days before the expected date of the decision.

Arthur Charvonia - Chief Executive