



Gloucestershire

COUNTY COUNCIL

APPEALS COMMITTEE

ACCESS TO EDUCATION

10.00 am

FRIDAY 3RD JULY, 2009

**Meeting Room 5 - Shire Hall,
Gloucester**

MEETING PAPERS



APPEALS COMMITTEE (ACCESS TO EDUCATION)

TIME: 10.00 am
DATE: Friday 3rd July, 2009
VENUE: Meeting Room 5 - Shire Hall, Gloucester

A G E N D A

ITEM	TOPIC	CONTACT
1.	Appointment of Chairperson	Sharon Clutterbuck Tel: 01452 425286
2.	Apologies for Absence	Sharon Clutterbuck Tel: 01452 425286
3.	Minutes To approve as a correct record the minutes of the meeting held on 8 June 2005.	Sharon Clutterbuck Tel: 01452 425286
4.	Public Questions To answer any written public questions about matters which are within the powers and duties of the Board. The closing date/time for the receipt of questions is 10am on Monday 29 June 2009. To answer additional oral questions(s) put by members of the public asking written questions. <i>Depending on the nature of the questions asked it may not be possible to provide a comprehensive answer at the meeting, in which case a written answer will be supplied as soon as is reasonably possible after the meeting.</i>	Sharon Clutterbuck Tel: 01452 425286
5.	Members' Questions To answer any written members' questions. The closing date/time for the receipt of questions is 10am on Monday 29 June 2009.	Sharon Clutterbuck Tel: 01452 425286
6.	Appeal Committee Functions	

To agree the processes to be followed for the discharge of the Committee's functions.

Nigel Roberts
Tel: 01452
425201

NOTES

(a) **MEMBERSHIP –**

Councillors Cllr Ron Allen, Cllr Tony Blackburn, Cllr Peter Braidwood, Cllr David Cooksley, Cllr Gerald Dee, Cllr Terry Hale, Cllr Ceri Jones, Cllr Philip McLellan, Cllr Martin Quaile, Cllr Brian Robinson, Cllr Duncan Smith, Cllr Mike Sztymiak, Cllr Robert Vines, Cllr Bill Whelan, Cllr Kathy Williams, Cllr Lesley Williams, Cllr Suzanne Williams and Cllr Will Windsor-Clive

(b) **DECLARATIONS OF INTEREST –** Members requiring advice or clarification about whether to make a declaration of interest are invited to contact the Monitoring Officer: Nigel Roberts ☎01452 425201 /fax: 426790/e-mail: nigel.roberts@gloucestershire.gov.uk prior to the commencement of the meeting.

(c) **INSPECTION OF PAPERS AND GENERAL QUERIES -** If you wish to inspect reports relating to any item on this Agenda or have any other general queries about the meeting, please contact

Alison Wantenaar Democratic Services Officer
☎: 01452 425094/fax: 425850/e-mail:
alison.wantenaar@gloucestershire.gov.uk

GENERAL ARRANGEMENTS

(1) *Will Members please sign the attendance list.*

EVACUATION PROCEDURE - in the event of the fire alarms sounding during the meeting please leave as directed in a calm and orderly manner and go to the assembly point which is outside the main entrance to Shire Hall in Westgate Street. Please remain there and await further instructions.

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GLOUCESTERSHIRE COUNTY COUNCIL**APPEALS COMMITTEE****8th JUNE 2005**

MINUTES of the meeting of the Appeals Committee held on 8th June 2005, at 10.00am in the Members Room, Shire Hall, Gloucester.

PRESENT: Councillors Awford, Dunrossil, Hanman, Jones, McLellan, MacDonald, D Nash, Oosthuyen, Thornton, Tomlins, Vines, Whelan and L Williams.

1. **CHAIRPERSON** – Councillor Vines proposed Councillor Dunrossil. This was seconded by Councillor Oosthuysen. As there were no other nominations, it was

RESOLVED

That Councillor Dunrossil be appointed as Chairperson for the ensuing year.

2. **APOLOGIES** – These were received from Councillors Cook, Girling, McHale and McMillan.

3. **MINUTES**

RESOLVED

THAT the minutes of the meeting held on 21st October 2003 be approved as a correct record.

4. **PUBLIC QUESTIONS** – No public questions were received.

5. **MEMBERS QUESTIONS** – No Members questions were received.

6. **APPEALS COMMITTEE FUNCTIONS** - Members considered a report by the Head of Legal and Democratic Services, which outlined the types of appeals the committee had responsibility for. Members were asked to consider what arrangements they would like to put in place to hear appeals. A training session had been arranged following the meeting in respect of home to school transport and student support finance appeals. Training would be arranged as and when necessary for other appeals.

Following a discussion it was agreed that the appeals would be heard by a panel of 3 members, a rota would be drawn up for the remainder of the year.

The Committee discussed arrangements for future appeal hearings and it was

RESOLVED

THAT

- (a) All Appeal Panels will consist of 3 Members to hear individual Appeals.**
- (b) A rota to be prepared for the next 6 months for home to school transport and student support appeals using the dates identified in the Calendar for the Appeals Committee.**
- (c) Training would be arranged for Members in all types of appeals.**

Chairperson

Meeting closed at 10.10am.