

**Confirmed**



Minutes of a Meeting of the **Shareholder Reference Group** held in the Conference Room, Riverside, Lowestoft, on **Tuesday, 5 September 2023 at 4.00pm.**

**Members of the Shareholder Reference Group present:**

Councillor Paul Ashton, Councillor Toby Hammond, Councillor Vince Langdon-Morris, Councillor Rachel Smith-Lyte, Councillor Caroline Topping

**Officers present:**

Chris Bing (Head of Legal and Democratic Services), Lorraine Fitch (Democratic Services Manager), Matt Makin (Democratic Services Officer (Regulatory)), Siobhan Martin (Head of Internal Audit), Lorraine Rogers (Chief Finance Officer), Isabel Rolfe (GLI Political Group Support Officer), Alli Stone (Democratic Services Officer (Governance))

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**1 Election of a Chair**

Councillor Topping, Leader of the Council, opened the meeting and advised that the Shareholder Reference Group's terms of reference stated that the Leader of the Council was the Chair of the Shareholder Reference Group.

It was therefore

**RESOLVED**

That Councillor Caroline Topping be elected Chair of the Shareholder Reference Group for the four-year term 2023-2027.

**2 Election of a Vice-Chair**

On the proposition of Councillor Topping, seconded by Councillor Hammond it was by a unanimous vote

**RESOLVED**

That Councillor Paul Ashton be elected as Vice-Chair of the Shareholder Reference Group for the four-year term 2023-2027.

Councillor Topping proposed Councillor Ashton to the role of shareholder representative; this was seconded by Councillor Langdon-Morris and by a unanimous vote it was

**RESOLVED**

That Councillor Paul Ashton be appointed as shareholder representative.

**3 Apologies for Absence**

No apologies for absence were received.

**4 Declarations of Interest**

No declarations of interest were made.

**5 Minutes**

On the proposition of Councillor Hammond, seconded by Councillor Ashton it was by a unanimous vote

**RESOLVED**

That the minutes of the meeting held on 15 March 2023 be agreed as a correct record and signed by the Chair.

**6 Exempt/Confidential Items**

On the proposition of Councillor Ashton, seconded by Councillor Hammond, it was by a unanimous vote

**RESOLVED**

That under Section 100A(4) of the Local Government Act 1972 (as amended) the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Act.

**7 Exempt Minutes**

- Information relating to the financial or business affairs of any particular person (including the authority holding that information).

**8 East Suffolk Services Business Plan - Quarterly Update**

- Information relating to the financial or business affairs of any particular person (including the authority holding that information).

The meeting concluded at 4.35pm.

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