

# Norfolk Records Committee

Date: **Friday, 13 January 2017**

Time: **10:30**

Venue: **Green Room, Archive Centre, County Hall,  
Martineau Lane, Norwich, Norfolk, NR1 2DH**

**Persons attending the meeting are requested to turn off mobile phones.**

## Membership

Mr D Bradford		Norwich City Council
Mrs J Brociek-Coulton	<i>Substitute: Mr M Sands</i>	Norfolk County Council
Mr D Buck	<i>Substitute: Mr S Dunn</i>	Broadland District Council
Michael Chenery of Horsbrugh (Vice-Chairman)	<i>Substitute: Mr B Iles</i>	Norfolk County Council
Mrs M Coleman		Great Yarmouth Borough Council
Mr P Duigan	<i>Substitute: Cllr M Chapman-Allen</i>	Breckland District Council
Dr C J Kemp (Chairman)		South Norfolk District Council
Mrs E A Nockolds		King's Lynn and West Norfolk Borough Council
Mr D Raby		Norwich City Council
Mr P Smyth	<i>Substitute: Mr F Agnew</i>	Norfolk County Council
Ms V Thomas		Norwich City Council

## Non-Voting Members

Mr M R Begley	Co-opted Member
Mr R Jewson	<i>Custos Rotulorum</i>
Dr G A Metters	Representative of the Norfolk Record Society
Dr V Morgan	Observer
Prof. C Rawcliffe	Co-Opted Member
Revd. C Read	Representative of the Bishop of Norwich
Prof. R Wilson	Co-opted Member

**For further details and general enquiries about this Agenda  
please contact the Committee Officer:**

Hollie Adams on 01603 223029  
or email [committees@norfolk.gov.uk](mailto:committees@norfolk.gov.uk)

# A g e n d a

## 1. To receive apologies and details of any substitute members attending

## 2. Minutes

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To review the minutes of the meeting of the Norfolk Records Committee held on the 28 October 2016.

## 3. Matters of Urgent Business

## 4. Declarations of Interest

If you have a **Disclosable Pecuniary Interest** in a matter to be considered at the meeting and that interest is on your Register of Interests you must not speak or vote on the matter.

If you have a **Disclosable Pecuniary Interest** in a matter to be considered at the meeting and that interest is not on your Register of Interests you must declare that interest at the meeting and not speak or vote on the matter

In either case you may remain in the room where the meeting is taking place. If you consider that it would be inappropriate in the circumstances to remain in the room, you may leave the room while the matter is dealt with.

If you do not have a Disclosable Pecuniary Interest you may nevertheless have an **Other Interest** in a matter to be discussed if it affects

- your well being or financial position
- that of your family or close friends
- that of a club or society in which you have a management role
- that of another public body of which you are a member to a greater extent than others in your ward.

If that is the case then you must declare such an interest but can speak and vote on the matter.

***District Council representatives will be bound by their own District Council Code of Conduct.***

## 5. Organizational Development

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A report by the Executive Director of Community and Environmental Services

A report by the Executive Director of Community and Environmental Services

### **Date of Future Meetings**

<b>Date</b>	<b>Time</b>	<b>Venue</b>
31 March 2017	10:30am	Green Room, Norfolk Record Office, County Hall
30 June 2017	10:30am	Green Room, Norfolk Record Office, County Hall

**Chris Walton**  
**Head of Democratic Services**  
County Hall  
Martineau Lane  
Norwich  
NR1 2DH

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