

09/23

WESTON BEGGARD PARISH COUNCIL

Minutes of the Extra Ordinary Meeting of the Parish Council,
Held at Yarkhill Village Hall
On Thursday 21st March 2024
At 7.00pm

Present: Councillors: Keith Bayliss (Chairman), John Young, Keith Lawrence and Clare Fenton

In attendance: Emma Thomas – Parish Clerk
Rosie Thomas - Applicant for the position of Clerk and RFO

Public: 0

1. To receive and accept apologies for absence
None

2. To receive any declarations of interest or written applications for dispensation from Councillors on agenda items
None

3. Public Question Time
None

4. Finance

4.1 To consider the following invoices for payment:

- 4.1.1 – Eyelid Productions – Web support - £100.00
- 4.1.2 – Clerk's expenses £24.27 previously circulated
- 4.1.3 - Yarkhill Village Hall – March meeting hire - £16.00
- 4.1.4 – HMRC PAYE £141.20
- 4.1.5 – Clerk's salary

The above invoices were APPROVED for payment by BACS

5. Correspondence

- Consultation on Licensing of Sex Establishments - Statement of Licensing Policy - *NOTED*
- Shucknall Spout Water Supply - Notification from Herefordshire Council to advise users not to consume the raw supply and to boil the water before using for domestic purposes. This would include the use of the water for drinking, washing, cooking and for sanitary purposes - *NOTED*

A resolution was passed to exclude the press and public from the following confidential item

6. To note the clerk's letter of resignation.

NOTED – The clerk was thanked for her hard work over the last seven years.

7. To consider appointing a new clerk and RFO.

The clerk REPORTED that she had hung an advert in the noticeboards and on the website. One applicant has been forth-coming. The application form and CV have been circulated to Cllrs. Cllrs asked Rosie questions. It was RESOLVED to appoint Rosie Thomas as new clerk and RFO from the 1st April 2024 on SCP20 for 2 hours a week. It was AGREED that she would progress to SCP22 after a successful 6-month appraisal and then to SCP26 once the CiLCA has been completed and she has qualified. It was AGREED that she would undertake the CiLCA qualification – paid for by the Parish Council. It was AGREED that these costs would be paid back if the clerk left before two years after the date of qualification. It was AGREED that a hand-over with the next clerk should be undertaken as and when the time arose. HALC will arrange for the contract to be drawn up and signed. It was RESOLVED that the current clerk would update the bank mandate to make Rosie Thomas the new administrator for the bank accounts and able to submit payments.

The meeting closed at 19.46

Signed: _____

Dated: _____

20-5-24