

Clerk to the Council/RFO: Caroline Higgins
Chairman: Cllr Mr Mark Underwood

You are summoned to attend a Confidential Full Council meeting on Friday 29 April 2020 at **6pm** by conference call

Mark Underwood

Mark Underwood
Chairman to the Council
2020

29 April

Minutes

IN ATTENDANCE

Cllr Underwood, Parkhurst, Clarke, Clode, Jones and Whittle

TO APPOINT A NOTE TAKER

The Chairman agreed to be the note taker

TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE

Apologies received from Councillor Teresa Lewis

APPROVAL OF MINUTES

*Meeting held on 24.04.2020 - Minutes approved by all present
Proposed Cllr Parkhurst, Seconded Cllr Clerk*

DECLARATIONS OF INTEREST – In accordance with the Council's Code of Conduct, members shall withdraw from any discussion or vote for which they hold a disclosable pecuniary interest. *No declaration of interests declared*

EXCLUSION OF THE PRESS AND PUBLIC - *To pass resolution to exclude the public under Public Bodies (Admission to Meetings) Act 1960, so as to discuss the following confidential matters; Resolution passed by all present. Proposed Cllr Parkhurst, Seconded Cllr Whittle*

CONFIRM COVER FOR CLERK

- **Locum Clerk**

*Resolution passed by all present for the Cllr Underwood to confirm a Candidate with SALC to act as a Locum for up to one day a week
Proposed Cllr Parkhurst, Seconded Cllr Jones*

- **Supervision/Management of Ground Staff**

*Resolution passed by all present for the primary point of contact for the ground staff to be Cllr Clerk with Cllr Whittle as reserve.
Proposed Cllr Underwood, Seconded Cllr Parkhurst*

- **Delegated Powers**

Resolution passed by all present that Cllr Underwood or his nominated deputy can access and use the petty cash.

Proposed Cllr Parkhurst, Seconded Cllr Clode

Resolution passed by all present that Cllr Underwood or his nominated deputy can authorise routine expenditure for a single item up to a value of £2,000

Proposed Cllr Jones Seconded Cllr Clerk

STAFFING MATTERS

Resolution passed by all present that Cllr Underwood proceed with the guidance provided.

Proposed Cllr Parkhurst, Seconded Cllr Clark

Meeting Closed at 6.55pm