

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

You are summoned to attend a Confidential Full Council meeting on Wednesday 6 May 2020 at **6pm** by conference call

Mark Underwood

Mark Underwood
Chairman to the Council

5 May 2020

Minutes

IN ATTENDANCE

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

TO APPOINT A NOTE TAKER

Cllr Underwood was nominated as the note taker. Proposed Cllr Parkhurst
Seconded Cllr Clode passed unanimously

TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE

No apologies received

APPROVAL OF MINUTES

Meeting held on 29.04.2020- minutes approved. Proposed Cllr Whittle
Seconded Cllr Parkhurst passed unanimously

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 deceleration of interest 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;* Proposed Cllr Underwood Seconded Cllr Whittle passed unanimously

STAFFING MATTERS

Following the retention of Unitary Authority HR advice. A discussion was held on doing the same for legal issues and it was resolved unanimously:

TO CONFIRM THAT A LOCAL LEGAL FIRM WILL BE RETAINED TO PROVIDE CONTINUING ADVICE ON EMPLOYMENT MATTERS IF REQUIRED FOR THE NEXT 12 MONTHS.

Proposed Cllr Clarke, Seconded Cllr Clode passed unanimously

OTHER BUSINESS

- Update on Locum Clerk – Resolved that the decision to take on a Locum Clerk would be deferred for the time being. Proposed Cllr Clarke, Seconded Cllr Clode.
- Confirm payment list – the payment list presented was confirmed for payment.
- Confirm that Cllr Ted Clerk is the emergency key holder – resolved unanimously Proposed Cllr Parkhurst Seconded Cllr Jones
- Confirm locks on the Parish Office Door to be changed – resolved unanimously that the lock on the Parish Office door would be changed. Proposed Cllr Parkhurst Seconded Cllr Clode

Meeting Closed 6.30pm