

PONTESBURY PARISH COUNCIL



Extraordinary Full Council Meeting held at the Pavilion, Hall Bank, Pontesbury on Wednesday 20th July 2022 at 7.30pm

PRESENT

Cllr D Fletcher, Cllr N Hignett, Cllr P Heywood, Cllr N Lewis, Cllr A Windows, Cllr M Trow, Cllr J Pritchard, Cllr R Evans, Cllr D Jones

Clerk of the Meeting: Debbie Marais

In attendance: None

78.22 Apologies for Absence.

Apologies for absence were received from Cllr A Hodges, Cllr N Manning, Cllr C Sandells, Cllr L Charles, and Cllr S Davies

79.22 Declarations of Interest and Dispensations. None.

80.22 Public Questions and Comments. None

81.22 Minutes of Council. The minutes were submitted and circulated as read. After a proposal by Cllr Pritchard, seconded by Cllr Jones, all in favour, it was **RESOLVED** that the minutes of the Full Council Meeting of Pontesbury Parish Council, held on 11th July 2022 be approved and signed as a correct record.

82.22 Public Toilets. After a proposal by Cllr Heywood, seconded by Cllr Trow, all in favour, it was **RESOLVED** to approve a payment of **£799.25 + VAT** for cleaning of Pontesbury public toilets from 11th July – 10th October 2022.

83.22 Pavilion cleaning cover. After a proposal by Cllr Hignett, seconded by Cllr Evans, all in favour, it was **RESOLVED** to **APPROVE** a payment of **£144 + VAT** for cleaning cover (for annual leave) from July to October 2022.

84.22 Exclusion of the public. It was proposed by Cllr Pritchard and seconded by Cllr Hignett and **RESOLVED** to **APPROVE** exclusion of the Press & Public on the grounds that the consideration of the following items may involve the likely disclosure of confidential information (s1(2) Public Bodies (Admission of Meetings) Act 1960).

85.22 Recommendations from Personnel Committee meeting on 20th July 2022

Cllr Evans declared an interest as he works with proposed candidate for Finance/Admin role and abstained from voting.

i) After a proposal by Cllr Fletcher and seconded by Cllr Hignett, it was **RESOLVED** to **APPROVE** the appointment of **Caroline Higgins** as **Finance/Admin Officer** to work alongside the Clerk and progress to take on the **Responsible Financial Officer** role by **April 2023**, subject to satisfactory references.

ii) After a proposal by Cllr Hignett and seconded by Cllr Jones, all in favour, it was **RESOLVED to APPROVE appointment at NJC scale point 25 (FTE £30,095) within LC2 scale 24-28 pro rata for 12 hour/week contract**

iii) After a proposal by Cllr Trow and seconded by Cllr Lewis, all in favour, it was **RESOLVED to APPROVE delegated authority to Personnel Committee to agree contract based on transference of terms and conditions due to continuous local government employment and using the usual NALC template**

iv) After a proposal by Cllr Hignett and seconded by Cllr Jones, all in favour, it was **RESOLVED to APPROVE delegated authority to Clerk in conjunction with Chair, to agree exact duties/Job Description and induction for role**

v) After a proposal by Cllr Heywood and seconded by Cllr Jones, all in favour, it was **RESOLVED to APPROVE payment of £120 for Financial Introduction to Local Council Administration and to delegate authority to clerk to agree further training required for role**

86.22 TIME OF NEXT MEETING.

The next Full Parish Council meeting will take place at The Pavilion on Monday 12th September 2022 at 7.30pm.

The meeting closed at 7.50pm

Signed:

Chairman Pontesbury Parish Council

Date: