



LANGWORTH GROUP PARISH COUNCIL

Serving the grouped parishes of Barlings, Newball, Stainton by Langworth and Reasby

Minutes of the Langworth Group Parish Council Extraordinary Meeting held on Wednesday 27th of September 2017 in the Memorial Hall, Langworth

PRESENT: Chairlady Y Green, Vice-Chairman M Herbert, Councillors' Mr C Buttress, Miss A Gould, Mrs C King, Mrs S Burnett, Mrs H Walker, Mr P Bowser & Parish Clerk Mrs M Soroka.

91 17/18 PUBLIC FORUM

No members of the public attending.

92 17/18 APOLOGIES

Cllr Machin, D/Cllr Welburn, D/Cllr Darcel, D/Cllr Palmer – Absence explained and accepted by the PC.

93 17/18 DECLARATIONS OF INTEREST

Cllr Gould declared a non-pecuniary interest in agenda item 10.

94 17/18 MINUTES

Minutes of the meeting of the Parish Council held on 5th September 2017 agreed by PC, proposed by Cllr Burnett seconded by Cllr King.

95 17/18 STAFFING MATTERS

a) Clerks resignation: Chairlady confirmed that Clerk's last date of employment would be 30th September 2017.

b) Proposal by Vice Chairman to ratify & accept appointment of new clerk: Chairlady briefed the PC on the interview process and the outcome. **Resolved:** New Clerk, Mr Stan Hall to commence employment on 1st October 2017. Proposed by Cllr Burnett & seconded by Cllr Buttress.

c) Proposal by Vice Chairman to agree terms & conditions of new Clerks contract. **Resolved:** PC agreed the new clerk to receive the same rate of pay as the present Clerk until such time that he receives his Cilca qualification & will be employed at 12 hrs PW. Proposed by Cllr Burnett, seconded by Cllr Buttress.

7.20pm C/Cllr Fleetwood arrived.

d) Arrangements for PC assets currently held by Clerk: Clerk advised the PC of the process to changeover mobile contract to the Parish account. Other items discussed and whether paperwork could be archived/scaled down & a retention schedule introduced. **Resolved:** PC to ask new Clerk which items he requires. Proposed by Cllr Burnett, seconded by Cllr King.

e) Handover of Clerk's position: Cllr Gould stated that a formal induction would be required and Clerk advised that she was happy to provide a full handover and would help in any way that she could. **Resolved:** Vice Chairman and Cllr Gould to arrange

96 17/18 CHERRY TREE HOMES DEVELOPMENT AT THE GEORGE

Cllr Gould updated the PC on a meeting that took place with Cherry Tree Homes which was very informative and helpful, however, stated that there were still some concerns with the new flood mitigation scheme not being shown on WLDC's maps. A discussion ensued over flood mitigation. C/Cllr Fleetwood offered clarification over the process involved. **Resolved:** PC agreed for Cllr Gould & vice Chairman Herbert to draft a letter to Mark Sturgess of WLDC & the developer to arrange a meeting with members of the PC. Proposed by Cllr Burnett, seconded by Cllr Bowser.

97 17/18 EDITING OF THE LANGWORTH LOCAL:

Vice Chairman advised that the new Clerk had not been advised that the editing of the Langworth Local would be part of his job description and the Clerk's hours had been reduced from 15 PW to 12 PW to reflect this. Cllr Burnett proposed that the Langworth Local be kept a separate entity from the Clerk's duties. Chairlady advised the PC that the PC had received a donation of £240 toward the funding of the Langworth Local. Chairlady also confirmed that the current Clerk had offered to continue edit the Langworth Local for the next 2 editions until Xmas. **Resolved:** PC agreed the current Clerk to edit the Langworth Local for the 2 editions until Xmas & would pay the Clerk 8 hrs per edition totalling 16 hrs at her current hourly rate of pay in the form of a one off payment. This would allow time to find a replacement. Proposed by Cllr Burnett, seconded by Cllr Gould

C/Cllr Fleetwood thanked the clerk for her hard work over the past 2 years and then left the meeting at 8pm.

98 17/18 COMMENTS FROM CHAIRMAN

Chairlady thanked the Clerk.

Date of next Parish Council meeting Tuesday 7th November 2017 at 7.30pm

Chairlady resolved to move into closed session to discuss staffing issues.

Closed Session

Closed session commenced at 8.05pm.

- New Clerks hours confirmed at 12 hrs PW
- Employment commencing on 1st of October
- £10.26 per hour agreed until Cilca qualification received
- Current Clerk to write to the N&P bank to advise of her departure and provide the new Clerks name & address.