

CLOWNE PARISH COUNCIL

Minutes of the Meeting held on Friday 5th July 2019 in the Community Centre,
Recreation Close, Clowne starting at 6.15pm

Present Councillors S Arthur, A Bailey (Vice Chair), B Bosworth, S Gregory, N Hoy,
G Hughes, I Richards, R Walker (Chair), J Jackson (Locum Clerk) and 19 Members
of the Public

45/19 Apologies for Absence

Apologies were received from Cllrs D Dixon and M Dixon

46/19 Confirmation that Attendance Register has been Signed

Confirmed by all present.

47/19 Notification of Unregistered Declarations of Personal or Pecuniary Interest

Cllr Richard and Cllr Hoy declared an interest in minute number 50/19.

48/19 Notification of Consideration of a Dispensation

None received.

49/19 Appointment of a Temporary/Locum Clerk

The Chairman reported that the Clerk was currently off sick and that he had
approached DALC with a view to appointing a temporary clerk to provide cover until
the Clerk returned to work. Two Councillors stated that the Clerk was expected to
return to work next week.

Cllr Walker proposed that Mrs Janice Jackson be appointed as Locum Clerk until the
Clerk returns to work. Seconded by Cllr Bailey with six Councillors voting in favour
and two abstaining Mrs Janice Jackson was duly appointed as Locum Clerk.

50/19 Proposed Booking of Room at the Community Centre to hold Holiday Club for
School Children

Cllr Hoy and Cllr Richards declared an interest and left the meeting.

The Chairman proposed that Standing Orders be suspended to allow the applicant to
outline her proposals to set up and run a Children's Holiday Club at the Community
Centre. Seconded by Cllr Bosworth five Councillors voted in favour and one against.
Standing Orders were therefore suspended.

The applicant outlined her proposal to run a Children's Holiday Club at the
Community Centre. It was noted that the venue needs to be booked before the
proposal can be taken forward and all the necessary checks carried out.

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Councillors questioned the applicant about her proposal and asked to see a business plan. Councillors stated that they were unsure about the availability of the room.

Standing Orders were resumed and Councillors undertook to check the availability of the room and requested sight of a Business Plan. It was RESOLVED to discuss the proposal further when the relevant information was received.

Cllr Hoy and Cllr Richards re-joined the meeting.

51/19 Appointment of Chris Moses LLM Chartered FCIPD of Personnel Advice and Solution to assist with HR needs.

The Chairman reported that he had approached two HR Companies with local government expertise requesting a quotation to HR advice. No other suitable company could be found and only one quote from Personnel Advice and Solutions had been received. Councillors were given details of the service on offer at a cost of £100 per month plus VAT for a minimum period of three months. Councillors raised a number of questions which were answered by the Chairman.

Councillors Hoy and Gregory asked that this matter be deferred to the next meeting as they didn't feel as if they had enough information to make a decision.

The Chairman proposed that Chris Moses be appointed to give HR advice to the Parish Council, Seconded by Cllr Bailey, a recorded vote was requested and Cllrs S Arthur, A Bailey, B Bosworth, G Hughes, I Richards, R Walker voted in favour and Cllr S Gregory and Cllr N Hoy voted against. The motion was therefore carried.

52/19 Internal and External Audit

The Chairman requested permission for himself and the Vice Chairman to discuss matters which have been brought to the Chairman's attention with the Internal and External Auditor.

Councillors asked why this was necessary and it was RESOLVED to discuss the matter as a Confidential Item at the end of the meeting.

53/19 Advertisement of Job Vacancies

It was noted that there is currently a vacancy for a Caretaker. Discussion took place about whether this should be advertised as a full-time position or three part time positions. It was RESOLVED to discuss the matter further at the next meeting after the Clerk/Acting Clerk investigate the requirements of the role further.

There being no further ordinary business Members of the Public left the meeting.

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CONFIDENTIAL MATTER

54/19 Internal and External Audit

The Chairman re-stated that matters have been brought to his attention which he feels need to be addressed and again requested that Councillors grant permission for himself and the Vice-Chairman to discuss these with the Internal and External Auditor.

Councillors Hoy and Gregory questioned what these matters were and why they had not been brought up at the time of the Audit which has been approved and signed off by the Council. Again they did not feel as if they had sufficient information to make a decision about something as important as this.

The Chairman stated that he did not feel it appropriate at this time to share the information which had been passed to him at this time as it may turn out to be of no significance.

The Chair proposed that Councillors grant permission for himself and the Vice-Chair to discuss matters of concern with the Internal and External Auditors. Seconded by Cllr Richards, a recorded vote was requested and Cllrs S Arthur, A Bailey, B Bosworth, G Hughes, I Richards and R Walker voted in favour and Cllr S. Gregory and Cllr N. Hoy voted against. The motion was therefore carried.

There being no further business the meeting closed at 7.00pm

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