

The Extraordinary Parish Council meeting was held at Whittle-le-Woods Village Hall, on Monday 27 January 2025

Present Chair McDonald, Vice Chair Higham; Parish Councillors, P Higham, P Auwerx, C Evans, D Moss, R Green, C Briscoe, S Forgarty, W Yates, the Clerk and the Locum Clerk

Apologies Councillor T Newall.

Visitors Nil

The meeting opened at 7.30pm.

1. Apologies

Apologies received from Cllr Newall.

2. Changes in Declarations of Interest

Cllr Moss reported that she was no longer a Friend of Astley Hall.

3. Precept

25/26 draft Budget prepared by the Clerk was discussed and agreed as final.

RESOLVED: the Clerk would request a Precept of £67,000 for 2025/2026.

4. Parish Council Bank Account

Discussion regarding signatories on the Parish Council bank accounts.

RESOLVED: Cllrs Fogarty and Newall who form the Parish Council's Finance Committee (together with the Clerk) to be added as signatories to the bank accounts. Clerk to locate correct application form for completion.

5. Clerking going forwards

Discussion regarding clerking going forwards.

RESOLVED: the Parish Council approved the re-employment of a Locum Clerk, previously employed by the Council in 2024 to support the operation of the Parish Council for a limited additional period, subject to review.

6. Adoption of Policies

A draft Lone Worker Policy and Grievance and Disciplinary Procedure were circulated prior to the meeting, were discussed and adopted, for a review on a 12 monthly basis.

The Locum Clerk is to prepare a draft Health and Safety Policy for discussion at the next full Parish Council meeting.

RESOLVED: The Parish Council adopts the Lone Work Policy and Grievance and Disciplinary Procedure. The Locum Clerk to add to the Parish Council website. The Locum Clerk to prepare a draft Health and Safety Policy for review.

7. Date of Next Meeting

The next Parish Council meeting is scheduled to be held on 10.02.2025 at 7.30pm at Whittle Le Woods Village Hall commencing at 7.30pm.