

Twyford Parish Council

Minutes from Extraordinary Meeting held on 2nd October 2020, 11am

Microsoft Teams

Attendees:

Cllr Lawton
Cllr Cook
Cllr Forder-Stent
Cllr Pullen
Cllr Corcoran
Cllr Bronk
Jo Nicholson (Clerk)

Business Transacted

92/20	To receive and accept apologies for absence
	Apologies were received from Cllr Pain
93/20	To receive declarations of interest relevant to agenda items
	None received.
94/20	To adjourn to public participation
	None present
95/20	To provide a handover to the new Clerk who commences on 1st October, resolve to extend the contract of the current Clerk, Jo Nicholson until 30th November. Jo Nicholson will continue as RFO until the end of November, and all other Clerk duties will be passed to Jamie Matthews. Jo will work no more than 10 hours a week, by prior mutual agreement with Cllr Waine Lawton
	The need to continue to provide a financial service whilst the new Clerk is set up was acknowledged. Clarity between the roles was sought and Jo Nicholson clarified that she was offering to assist providing a handover, and to ensure finance could continue to run until Jamie was set up with HSBC. Cllr Bronk and Cllr Cook wanted to ensure that costs were not unnecessarily incurred. Proposed by Cllr Bronk and seconded by Cllr Cook.
96/20	Resolve to appoint Assistant Clerk for 10 hours a week. The salary will be dependent on experience, which starts at point 9 on NJC scale, up to point 15 (pro rata)
	Sue Merritt has been selected from interviews, and it was resolved to appoint Sue for 10 hours per week on point 9 of the NJC scale. Sue will work with the Recreation Committee, Parish Farm Committee and support work required to fulfil the SLRs. Proposed by Cllr Bronk and seconded by Cllr Cook.
97/20	Resolve to approve an application from WCC to fell a damaged tree in Hunter Park that is subject to a TPO; and the necessary expenditure for the application and replacement tree (determined by WCC)

	It was resolved to support the motion, proposed by Cllr Corcoran and seconded by Cllr Cook. It was agreed that the house owner concerned with cutting the tree should be contacted.
98/20	Conclude business and confirm next Ful Parish Council will be 22nd October 2020.
	Meeting closed and next meeting confirmed

Jo Nicholson – 15th October 2020

