

Selattyn and Gobowen Parish Council

Minutes of the Annual meeting of the Parish Council on Wednesday 9th May 2018 at Gobowen Pavilion, St Martins Road, Gobowen at 7.00pm

In the Chair – Cllr Macey

Present: Councillors: H Ellis, S West-Wynn, R Macey, A Whitelaw, E Morgan, M McKenna, T Bird, S Crow, T Broom, D Lloyd, S Westwood Bate

Also present: 1 member of the public, Shropshire Councillor M Jones, CSO Roberts.

836	<p>Election of Chairman and Declaration of Acceptance of Office</p> <p>Before proceeding with the election of a Chairman, Councillor Ellis gave a short speech thanking the Clerk and Councillors for their support during his time as Chairman and the council offered their thanks in return to Councillor Ellis for his hard work and commitment to the role over the past 2 years.</p> <p>It was RESOLVED to elect Cllr R Macey as Chairman and they duly signed the Declaration of Acceptance of Office</p>
837	<p>Election of Vice Chairman and Declaration of Acceptance of Office</p> <p>It was RESOLVED to elect Cllr C Emery as Vice Chairman and it was FURTHER RESOLVED that Cllr Emery sign the Declaration of Acceptance of Office before the start of the June meeting.</p>
838	<p>To receive apologies and reasons for absence</p> <p>It was RESOLVED to accept apologies for absence from Cllrs M Keeling, N Harness, C Emery, A Britner</p> <p>It was NOTED that Cllr Keeling has resigned as a councillor on 09.05.18 and it was RESOLVED to send a letter of thanks for his commitment as a councillor. The Clerk reported that the process for advertising the vacancy and giving public notice had now commenced.</p>
839	<p>Disclosable Pecuniary Interests</p> <p>a) Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests. Cllr Macey declared an interest in planning application 18/01631/VAR</p> <p>b) To consider any applications for dispensation. None Received.</p> <p>c) To note that register of interest forms must be updated with any changes. RESOLVED to note.</p>
840	<p>To confirm the Minutes of the Full Council Meeting held on 11.04.18, the Extra Ordinary Meeting of the Full Council held on 26.04.18 and the Minutes of the Planning Committee held on 03.05.18</p> <p>It was RESOLVED to APPROVE the minutes of the full council meeting on 11.04.18, the Extra Ordinary meeting on 26.04.18 and the meeting of the Planning Committee on 03.05.18 were they were duly signed as a true record.</p>
841	<p>Public Participation session - a period of 15 minutes will be set aside for the public to speak on items on the agenda.</p>

	<p>Members of the Public spoke on the following matters:</p> <ul style="list-style-type: none"> Grassed areas in Wat's Meadow <p><i>Agenda item 846d the police report was given at this stage in the meeting. It was RESOLVED to note the written and verbal police report and the CSO was thanked for his attendance.</i></p>
842	<p>Council Committees and Delegated Powers</p> <p>a) To review terms of reference and delegated powers of each committee and for the Clerk The terms of reference and delegated powers were reviewed</p> <p>Proposer: Cllr West-Wynn Seconder: Tony Bird</p> <p>It was RESOLVED to APPROVE the updated terms and scheme of delegation.</p> <p>b) To nominate Councillors onto the following committees It was RESOLVED to elect the following Councillors onto the committees and due to the number of vacancies, it was FURTHER RESOLVED to include this item on the July agenda:</p> <ol style="list-style-type: none"> I. Finance and Executive Committee (7 members including the Chairman) Councillors: R Macey, D Lloyd, S West-Wynn, H Ellis, E Morgan, T Bird (1 vacancy – vice chair) II. Amenities and Services Committee (9 members) Councillors: C Emery, S Crow, T Broom, A Britner, M McKenna, A Whitelaw (3 vacancies) III. Planning Committee (9 members) Councillors: C Emery, H Ellis, S West-Wynn, T Broom, M McKenna, N Harness, E Morgan, S Westwood Bate (1 vacancy) IV. Grievance Panel (3 members – Vice Chair and 2 Councillors) Councillors: C Emery, S West-Wynn, T Broom V. Discipline Panel (3 members – Vice Chair and 2 Councillors) Councillors: C Emery, S West-Wynn, T Broom VI. Appeals Panel (5 members including the Chairman - no member must be on IV or V) Councillors: R Macey, S Crow, M McKenna, D Lloyd, A Whitelaw
843	<p>Appointment of Representatives – To appoint representatives to the following outside bodies:</p> <ol style="list-style-type: none"> a) SALC Area Committee (Chairman and 1 member) – Councillors: H Ellis and S Westwood Bate b) Local Joint Committee (1 member and a reserve) – Councillors: H Ellis (S Crow Reserve) c) Gobowen Library / Community Hub – Councillor: S Crow d) Gobowen Youth Project – No longer applicable e) Gobowen Allotment Association – Councillor: E Morgan f) Oswestry Racecourse Management Committee (ORMA) – Councillor: E Morgan g) Oswestry Hill Fort / Oswestry Gateway Project – Councillor: M McKenna h) Hanmer-Morris Charity – Councillor: S West-Wynn i) Shropshire Playing Fields Association – Councillor: Vacant j) GAIP – Councillor: S Crow
844	<p>To receive the annual accounts – to consider the following</p> <p>Proposer: Cllr West-Wynn Seconder: Cllr Bird</p> <ol style="list-style-type: none"> a) Annual Financial Statement 2017-18. RESOLVED to APPROVE. b) Internal Auditors Report 2017-18. RESOLVED to NOTE. c) To confirm the Annual Governance Statement 2017-18 (section 1 of the AGAR). RESOLVED to confirm and section one was signed by the Chairman and Clerk/RFO d) To agree Section 2 of the AGAR - Accounting Statements 2017/18. RESOLVED to AGREE and section two was signed by the Chairman and Clerk/RFO e) Review of Council's expenditure incurred under s.137 in 2017-18. RESOLVED to NOTE

845 Annual Review of Council Regulations and Procedures

- a) Standing Orders
- b) Financial Regulations
- c) Code of Conduct
- d) Policies, procedures and practices in place in respect of the Parish Council’s obligations under freedom of information and data protection legislation
- e) Parish Council Policies:
 - I. Complaints Procedure
 - II. Health and Safety Policy
 - III. Press and Media Policy
 - IV. Social Media Policy
 - V. Volunteer Policy (Community Meals)

The Policies a) – e) were reviewed on block.

Proposer: Cllr Lloyd

Seconder: Cllr West-Wynn

It was **RESOLVED** to adopt the policies with a review again in 12 months. It was **NOTED** that the re-drafted Health and Safety Policy has not yet been received from Peninsula and **FURTHER RESOLVED** that this policy be deferred for approval at the July meeting.

- f) **Councillor Consent** – To note completed councillor consent forms and Agree for the Proper Officer to serve the agenda on Councillors via email (ref: Standing Orders 15b(i))

The Clerk circulated the Privacy Policy for Councillors for **APPROVAL (Proposer: Cllr West-Wynn, Seconder: Cllr Bird)** and outstanding consent forms were completed. The following information was recorded by the Clerk:

Name	Consent for Photos in public	Consent for home tel no in public	Consent for personal mobile no in public	Consent for personal email address in public	Date
Steve West-Wynn	No	Yes	No	No	09.05.18
David Lloyd	Yes	Yes	Yes	Yes	09.05.18
Simon Westwood Bate	No	No	No	No	09.05.18
Erica Morgan	Yes	Yes	Yes	Yes	09.05.18
Robert Macey	Yes	Yes	Yes	Yes	09.05.18
Alison Whitelaw	Yes	No	Yes	No	26.04.18
Huw Ellis	Yes	Yes	No	Yes	26.04.18
Michael McKenna	No	No	Yes	Yes	03.05.18
Tony Broom	Yes	Yes	No	No	26.04.18
Sue Crow	No	No	No	No	26.04.18
Craig Emery	No	No	No	No	26.04.18
Nigel Harness	Yes	No	Yes	No	26.04.18
Anthony Bird	Yes	Yes	Yes	Yes	26.04.18
Amy Britner (outstanding)					

It was **NOTED** that the website and newsletter would now be updated in accordance with the consent given for councillors personal details to be placed in the public domain.

It was **NOTED** and **AGREED** that all councillors present have given consent for the Agenda to be served on them by email, excluding Cllr Westwood Bate who will continue to receive a hard copy.

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Reports

- a) **Progress Report** – To consider the Clerk’s progress report. It was **RESOLVED** to note the report with the following points raised:
- 16/05388/agr – **RESOLVED** that this item be included on the planning committee agenda for 16th May
 - Selattyn Wall – **RESOLVED** that the Clerk request details on the next 6 monthly check and details of the report. Cllrs to supply the Clerk with pictures. It was **FURTHER RESOLVED** that this be included on the June agenda as an item for discussion.
- b) **Shropshire Council** - To receive reports from Shropshire Council elected councillors
Councillor Macey reported on the following:
- Cabinet last week considered the Local Plan to revise the timetable to put things back 6 months.
 - Mast at the Solar Farm – planning application for the extension is to be expected.
 - Gobowen Central – visit to Story House on 15th May – all partners invited.
 - LJC – Planning meeting looking at having a public meeting based around Future Fit and a joined-up approach across parishes
 - CIL Task and Finish Group – report should be published on 16th May
- Councillor Jones reported on the following:**
- Kier contract is up and running and rapidly filling the pot holes around the county
- c) **Other Reports** – To receive reports from councillors attending meetings, training sessions and site visits on behalf of the parish council.
- **Cllr Morgan (ORMA) North and South Common visits now complete.** A couple of big trees have been cut down and burnt in site. Shropshire Council are trying to identify who has done this. **RESOLVED** to note.
 - **Police and Crime Commissioner Presentation at the Whittington APM** – Cllrs Crow and McKenna attended. **RESOLVED** to note.
 - **Hanmer Morris Trust** – Cllr West-Wynn recently attended a meeting. **RESOLVED** to note and request that they submit an article for a future edition of the Roundabout.
- d) **Police report** – To receive the police report and note the CCTV report. *This item was considered before item 842 on the agenda.*

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Financial Matters

Items a) – f) were considered on block

Proposer: Cllr West-Wynn

Seconder: Cllr Lloyd

- a) **Monthly statement** - To approve the monthly financial statement and bank statements against bank reconciliation. **RESOLVED** to approve.
- b) **Payments** - To approve outstanding payments and payments made prior to the meeting. **RESOLVED** to approve.

BACS/Chq Payments made before 09.05.18					Act
Chq / BACS	Supplier	Net	Vat	Gross	
BACSCM51	RJAH - March Meals	270.00	54.00	324.00	
	Total	270.00	54.00	324.00	
Current Account Cheque Payments					
Chq	Supplier	Net	Vat	Gross	

300768	HMRC Inland Revenue Payments (Clerk NI & Tax) + PC NI contribution (96.04)	261.35	0.00	261.35	LGA 1972 s.112(2)
300769	B. Townson Internal Audit Fee	200.00	0.00	200.00	LGA 1972 s.111
300770	Shropshire Council - Hire of Selattyn School Hall for March Meeting	10.00	0.00	10.00	LGA 1972 s.134(4)
300772	Clr Crow - Mileage to GDPR training at Shirehall - 46 miles (claim form to be presented at the meeting)	20.70	0.00	20.70	LGA 1972 s.111
	Total	492.05	0.00	492.05	
	Total cheques paid since last meeting	762.05	54.00	816.05	
BACS, Standing Orders and DD payments					
BACS No.					
BACS177	Highline Electrical - Streetlight repairs SG79	100.75	20.15	120.90	PCA 1957 ss.3(1) & 7 / HA 1980 s.301 / OSA 1906 s.10
BACS178	Wel Medical - DefibSafe Cabinet for Hengoed	489.95	97.99	587.94	Public Health Act 1936 s. 234
BACS179	Agritel - Toner for Clerks Printer (74.95+VAT), Stationery - Files, dividers, paper (47.74+VAT)	122.69	24.54	147.23	LGA 1972 s.111
BACS180	DCK Accounting Solutions - Monthly Payroll Processing Fee	25.00	5.00	30.00	LGA 1972 s.111
BACS181	Parish Clerk's Expenses (phone and broadband 21.00, mileage 74.70, stamps 6.96, parking at cemetery course 1.80, stationery for 2050 planning meeting 7.32, refreshments for GDPR meeting 7.20, underpayment of salary by standing order 35.30)	154.28	0.00	154.28	LG(FP)A 1963 s 5
BACS182	Brewers May Invoice - Cleaning Bus Shelters (45.00), Litter Picks x 8 (80.00), Open and Lock Up Pavilion x 5 (50.00), Cut and Strim Rough Area on Playing Field x 4 (40.00), Pavilion Clean x 5 (50.00)	265.00	0.00	265.00	SC Maint. Fund HA 1980 s.96 LG (MP)A 1953 s.4 / PCA 1957 s.1; LGA 1972 s.111
DD	Pension Contribution (Employer 17.90, Staff 21.48)	39.38	0.00	39.38	LGPSR SI 2007/1166, LGPS SI 2008/238&239
DD	BT Busines Bill - Pavilion Phoneline, Broadband (61.30 + VAT) and Mobile (£18.00 + VAT) - Now paid as a combined bill - monthly.	80.16	15.86	95.16	LGA 1972 s.111
DD	Veolia (payment taken on 28.05.17) - 3 lifts	43.47	8.69	52.16	LGA 1972 s.214(6)

SO	Clerk's Salary - Month 2	1175.83	0.00	1175.83	LGA 1972 s.112(2)
	TOTAL	2496.51	172.23	2667.88	
	Total outgoings for May	3258.56	226.23	3483.93	
Current Account Income					
Income banked in April after the April meeting					
BACS	TNS - Pavilion Hire - Invoices number 89 and 98 (paid 18.04.18)	30.00	0.00	30.00	
142	WE Price - Interment, purchase of a plot and admin fee (parishioner)	500.00	0.00	500.00	
142	Jones and Hughes - New Headstone on plot 409	120.00	0.00	120.00	
142	Allotment Rent - Plot 19	30.00	0.00	30.00	
BACS	Bank Interest - HSBC BMM Account	0.32	0.00	0.32	
BACS	2018/19 Precept	82750.00	0.00	82750.00	
BACS	2017 Neighbourhood Fund - To be put into Earmarked Reserves	11504.44	0.00	11504.44	
BACS	Ebnal Lodge Solar Project - Community Grant - To be put into Earmarked Reserves	19957.98	0.00	19957.98	
Income banked in May					
143	Allotment Rents - Plots 1, 6, 8, 12, 18, 23, 26, 27, 28	240.00	0.00	240.00	
144	Grant returned from Selattyn Produce and Craft Show as the event has been discontinued	90.00	0.00	90.00	
144	Pavilion Hire - Children's party on 27.05.18	30.00	0.00	30.00	
144	Allotment Rents - Plots 3 and 22	60.00	0.00	60.00	
144	Pavilion Hire - 3PBL 19.04.18	60.00	0.00	60.00	
BACS	Pavilion Hire - Fusion Arts (outstanding invoice from October 2017)	100.00	0.00	100.00	
	TOTAL INCOME	115472.74	0.00	#####	##
Community Meals Account Payments					
	Supplier	Net	Vat	Gross	
BACSCM52	K Griffiths - Expenses April (mileage and tins and lids)	138.05	0.00	138.05	
	TOTAL	138.05	0.00	138.05	
Community Meals Income					
000057	Direct Payment - May Meals Pierce	46.67	9.33	56.00	
000057	Community Meals income - April 2018	273.33	54.67	328.00	

000057	Direct Payment - May Meals Opie	33.33	6.67	40.00	
BACS	Direct Payment - May meals Smithers	86.67	17.33	104.00	
BACS	AMENDMENT TO THE FIGURE REPORTED AT THE APRIL MEETING - Direct Payment - April Meals Smithers (PAID 17.04.18 for 22 meals not 24 as previously reported = 73.33+VAT				
	TOTAL INCOME	440.00	88.00	528.00	

- c) **Income** -To note income received since the last meeting and receive a report on outstanding income. **RESOLVED** to note.
- d) **Internal Transfer of Funds between Unity Trust accounts and from Unity Trust Bank to HSBC BMM Account via the Community Account** – To approve transfer. It was **RESOLVED to APPROVE** a transfer of £20000.00 from the Unity Trust Current Account into the Unity Trust Deposit Account and a transfer of £70000.00 from the Unity Trust Current Account into the HSBC Community Account, which will then be internal transferred into the HSBC Money Manager Account.

Internal	From Unity Trust Current Account to Unity Trust Deposit Account	20000.00
Internal	From Unity Trust Current Account to HSBC Community Account (via cheque number 300771) and then internal transfer into HSBC Money Manager Account	70000.00

- e) **Asset Register** – To note. **RESOLVED** to note.
- f) **Direct Debits** – To note Direct Debits for 2018-19. **RESOLVED** to note.
- g) **Internal Controls** – To appoint a Member to carry out the internal controls in 2018-19. It was **RESOLVED** to appoint Cllr Emery to carry out the quarterly internal controls in 2018-19.

848 Planning Items

a) Planning Decisions – To note

- I. **Reference:** 18/00198/FUL (validated: 15/01/2018)
Address: Building 1 Units A And B, Gobowen Station, Station Road, Gobowen, Oswestry, Shropshire, SY11 3JS
Proposal: Change of use from workshop (B1) to (A1) shops or (A2) financial and professional services
Decision: Grant Permission
- II. **Reference:** 15/04473/REM (validated: 16/10/2015)
Address: Proposed Development Land On North Side Of, Whittington Road, Gobowen, Shropshire
Proposal: Approval of Reserved Matters (access, layout, appearance, scale and landscaping) pursuant to permission 13/02217/OUT for residential development; formation of open space; alterations to existing vehicular access
Decision: Grant Permission
- III. **Reference:** 18/00525/FUL (validated: 19/02/2018)
Address: Upper Hengoed Cottage, Hengoed, Oswestry, Shropshire, SY10 7EU
Proposal: Erection of rear extension to create sun room and infill walls under existing over sailing roof to create utility; existing masonry wall repaired and upgraded with new skin of brick work and new brickwork double garage
Decision: Grant Permission
- IV. **Reference:** 18/00873/FUL (validated: 27/02/2018)
Address: Tyn Y Wern, Hengoed, Oswestry, Shropshire, SY10 7EP
Proposal: Erection of a single storey extension.
Decision: Grant Permission

RESOLVED to NOTE.

b) Planning applications for consideration

- I. **Reference:** 18/01404/FUL (validated: 09/04/2018)
Address: 59 West Place, Gobowen, SY11 3NS
Proposal: Erection of first floor extension to rear elevation

It was RESOLVED to MAKE A REPRESENTATION with the following comments:

- **The parish council wish to be satisfied that the extension will not exceed 75% of the total volume of the original building as the council are aware there are existing extensions to the property.**

Cllr Macey left the room and did not take part in discussions or decisions. Cllr West-Wynn took on the role of Chair in the absence of Cllr Macey.

- II. **Reference:** 18/01631/VAR (validated: 09/04/2018)
Address: Derwen College, Whittington Road, Gobowen, SY11 3JA
Proposal: Variation of Condition No.2 (approved plans) attached to permission 17/04387/FUL dated 06/11/2017

It was RESOLVED to MAKE A REPRESENTATION with the following comments:

- **The Parish Council have no comments to make on this application**

Cllr Macey re-joined the meeting

c) Consultation on the draft revised National Planning Policy Framework –

<https://www.gov.uk/government/consultations/draft-revised-national-planning-policy-framework>

Consider the documentation and the response drafted by the Planning Committee

It was **RESOLVED** to approve and submit the response drafted by Cllrs McKenna, Harness and Morgan – Appendix A.

d) Local Plan Review (2016-2036) – Update to note. RESOLVED to note.

e) Oswestry 2050 – Consider support for the concept. It was RESOLVED that, in principle, Selattyn and Gobowen Parish Council support the concept that a development plan for the future growth of Oswestry and its hinterland should be drawn up looking towards 2050. The parish council echo the following comments made by Oswestry Town Council and would be prepared to discuss with neighbouring towns and parish councils the principle of developing such a plan:

- We acknowledge and support, in principle, that an approach could eventually be made to Shropshire Council, subject to evidence of the widest possible support asking them to consider the preparation of a statutory development plan up to 2050.
- We are prepared to provide an open door to the Civic Society to continue the discussions

849 Road Safety – Consider update from Shropshire Council’s Area Traffic Engineer (North) ref: the Parish Council’s submission of Road Safety Concerns.

The update from Shropshire Council was **NOTED** and it was **RESOLVED** that there was no requirement for a Working Group to re-consider the list in August as there have been no significant changes to the submissions other than the following point:

- **Item 1 (Key Concerns)** - Where the Derwen have changed the pedestrian route – people are now walking on the grass and would be safer to have a tarmacked path.

It was **FURTHER RESOLVED** that the list of submissions be included on the September Agenda and following this a submission for 2018 made to Shropshire Council.

850	<p>Pavilion and Playing Fields</p> <p>a) River Perry – Report on problems with overgrown trees, consider work required and approve letter to residents with riparian rights. It was RESOLVED to send a letter, along with the riparian rights flyers to the residents who boarder the River Perry, stating their responsibilities and the issues identified by the Amenities and Services Committee. It was FURTHER RESOLVED to defer consideration to the grants available to the Amenities and Services Committee.</p> <p>b) Booking Application for a Fun Day – Consider details on the event – The proposals for the event on 18th August were considered and it was RESOLVED to:</p> <ul style="list-style-type: none"> • APPROVE the event in principle and DELEGATE responsibility to the Clerk, Chair and Vice Chair of the Amenities and Services Committee to issue the organisers with a letter outlining the terms and conditions for the event including covering the costs to the council (showers for football, cleaning, opening up / locking up) • The Clerk is to liaise with Peninsula and Insurance regarding Health and Safety • The issues of buried drainage on the field it to be brought to the organisers attention • Concerns regarding the size of rides – more information regarding the size and weight of the adult ride is required. <p>21.00 – It was RESOLVED to suspend standing orders for 10 minutes</p> <p>c) Health and Safety – Consider Peninsula Visit Report and Action Plan. The Visit Report and Action Plan was considered and the was RESOLVED to DELEGATE responsibility to the Clerk and the Chairs of the Finance and Executive and Amenities and Services Committees to implement the actions and to report back at the relevant committees.</p> <p>d) Approve cover arrangements for Contractor w/c 2nd July. It was RESOLVED to note the Pavilion contractors holiday dates and that cover be arranged for this week.</p>
851	<p>Consultations – It was RESOLVED to consider the following agenda item at an Extra Ordinary Meeting to be called on Wednesday 16th May at 6.00pm.</p> <p>a) Environmental Maintenance Grant - https://www.shropshire.gov.uk/get-involved/</p> <p>b) Police and Crime Commissioner survey of town and parish councils - https://www.surveygizmo.com/s3/4291757/Town-and-Parish-Council-Survey-2018</p> <p>c) Unauthorised developments and encampments - https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/697354/Consultation - unauthorised encampments.pdf</p> <p>d) Shropshire Hills AONB Partnership – Review of the Management Plan - https://www.surveymonkey.co.uk/r/YJGY7FS</p> <p>e) NALCs opportunity to submit motions to their Policy Committee on 20th June – Consider</p> <p>f) Intended changes to SP Manweb’s proposed reinforcement to the North Shropshire Electricity Distribution Network</p>
852	<p>Correspondence forwarded to Councillors for consideration and information</p> <p>a) To note the attached appendix of items which have been circulated and hard copies to be presented at the meeting. RESOLVED to note.</p> <p>b) Invite for the Chair to attend events in Selattyn. RESOLVED to note and the invitations will be considered by the new Chairman.</p> <p>c) Oswestry Local Economic Growth Strategy – To note and await date for the workshop. RESOLVED to note.</p>
853	<p>Meeting Dates</p> <p>a) To agree dates, times and locations for ordinary meetings of the parish council in 2018-19 including the next annual meeting of the council. RESOLVED to agree.</p> <p>b) To approve dates for committee meetings for 2018-19. RESOLVED to approve.</p>
854	<p>Future Agenda Items</p>

	<p>Each Councillors is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.</p> <ul style="list-style-type: none"> • Hedges need cutting – routes to schools • Planning application in Selattyn – Part 2 (Enforcement) • A note of thanks to be sent to Cllr Britner and the First Responders for delivering the Defibrillator training • Consider ways to reduce the workload in relation to the Roundabout
855	<p>Exclusion of press and public <i>To resolve: That in accordance with s1(2) Public Bodies (Admission of Meetings) Act 1960, members of the public and press be excluded from the remainder of the meeting on the grounds that the following items to be considered involves the likely disclosure of confidential information.</i></p> <p>Staffing Matters</p> <p>a) To note the NJC pay scales for 2018-19 and 2019-20 and backdated pay to 1st April 2018. RESOLVED to note.</p> <p>b) To consider payment for additional hours worked by the Clerk due to the increase in duties. It was AGREED that the Clerk submit a timesheet for the additional hours worked in relation to the production of the Roundabout newsletter and that additional hours can be claimed up to a total of 9 hours per edition. This is due to the increase in duties following the departure of the Assistant to the Parish Clerk. It was FURTHER RESOLVED that this be reviewed in 12 months.</p>

Meeting closed: 21.14