

ICKLESHAM PARISH COUNCIL
MINUTES OF THE EXTRAORDINARY MEETING
HELD AT The Memorial Hall, Icklesham
on Monday 24th May 2021 AT 7.15 p.m.

Present:

Cllr J Justice
Cllr Ian McConnochie
Cllr A Moore
Cllr Mrs J Stanford
Cllr H Sutton Cllr S Tollett
Cllr P Turner
Cllr N Warren

- 21/104** No public in attendance.
- 21/105** No apologies for absence.
- 21/106** No disclosure of interests.
- 21/107** Minutes of Meeting of 4th May. Agreed. Cllr Stanford was thanked for producing.
- 21/108** Chairman, Cllr Peter Turner gave an update of the resignation of Deputy Clerk and confirmed that he had received boxes of documents, stationery, laptop, shredder, laminator and other materials. There was discussion regarding the damage to the laptop and confirmation Cllr Warren had organised the repair at a cost of £60. Cllr Stanford asked whether the recording equipment had been returned and that it needed to be used at future meetings. She asked the Chairman to confirm he had written to the Deputy Clerk confirming the final payment, the Chairman confirmed he had. Chairman reported the mobile was not password protected and that we receive a lot of correspondence that is not sent to Councillors. Cllr Warren confirmed that he had dealt with the Bank Mandate for just Cllr Mrs. Stanford, Turner and Warren and that once the bank confirmation comes back, he will add the further signatories.
- 21/109** The Chairman reported that he had spoken to Trevor Leggo regarding a locum and he was offered two. Cllr Mrs. Stanford reported back as Chairman of Staffing Committee that a meeting had taken place the previous Friday 21st May at which it was agreed to engaged Andy Beams as RFO, as he is known to and came highly recommended by Rialtus our accounts software company. She said that once she received his details, she would contact him to confirm his appointment. Cllr Mrs. Stanford and Tollett then reported back on the second locum and that the decision of the Staffing Committee was not to offer that locum a contract, but to ask the RFO locum just to cover some high-level clerking for instance the co-option of new councillors. It was agreed that the Chairman would provide the details and that Cllr Mrs Stanford would contact both locums informing them of the decision.
- 21/110** Chairman raised the fact that full council needed to confirm the interim appointment of a clerk and Cllr Warren proposed Cllr Mrs Stanford which was agreed. The Chairman questioned whether the Staffing Committee's Terms of Reference allowed it to make appointments of locums. Cllr Tollett explained the Terms of Reference and reminded councillors the reason for having committees. It was agreed to note the decision of the Staffing Committee. Cllr Mrs. Stanford to contact Andy Beams and they will try and deal with things between them. It was agreed there was a priority to get the new Clerk position advertised and filled. It was also agreed that Cllr Mrs. Stanford to be given laptops and passwords, together with the relevant papers for passing over for Andy Beams. Cllr Tollett asked for the password for the Freeola account so that he could sort out the emails.