

**OWSLEBURY PARISH COUNCIL  
MINUTES OF PARISH COUNCIL MEETING HELD ON  
1st FEBRUARY 2018  
COMMENCING AT 7.30PM IN THE COMMITTEE ROOM, OWSLEBURY PARISH HALL**

**PRESENT.**

Parish Councillor John Chapman.

Parish Councillors: Mark Egerton, Roger Page, Paul Phillips, Will Martin, Gerry Tull.

**IN ATTENDANCE.**

Clerk and Responsible Financial Officer (RFO) Michael Cleary.

No member of the public was present.

**15/18 APOLOGIES FOR ABSENCE.**

Parish Councillor Paul Bowes, District Councillor Laurence Ruffell and County and City Councillor Rob Humby.

**16/18 DISCLOSURE OF INTERESTS ON AGENDA ITEMS.**

No councillor had an interest in an agenda item.

**17/18 PUBLIC QUESTIONS AND COMMENTS.**

There were no members of the public present at the meeting.

**18/18 APPOINTMENT OF PARISH CLERK AND RESPONSIBLE FINANCIAL OFFICER.**

The Chairman reported on the candidate interviewed by the Recruitment Advisory Committee. Councillors Bowes and Egerton had been appointed to the Advisory committee in addition to the Chairman (Minute 10/18 refers). The Advisory Committee had been impressed with the candidate's range of skills and qualifications, and with the efforts she had made to understand both the issues facing the parish and the role of a parish clerk. The Advisory Committee's impressions of the candidate's skills had been substantiated by references from her current business managers. The Chairman responded to questions from councillors. The Chairman noted that subject to the candidate accepting the offer and entering into contract, her appointment would take place on 2<sup>nd</sup> April 2018 with parallel working with the current Clerk during April. The Clerk had also offered to assist as and when necessary thereafter so as to ensure a smooth handover. The Chairman and Clerk outlined the main terms of the proposed contract of employment.

At the end of the discussion the Chairman proposed (seconded by Councillor Egerton) the candidate be offered the position of Parish Clerk and Responsible Financial Officer on the terms and condition agreed by the Council. The **Resolution** was approved unanimously and the Clerk was asked to make the necessary arrangements.

**19/18 ACCESS TO PLAYGROUND.**

The Council considered the issues involved in providing easier access to the Playground for parents or careers with mobility difficulties. The Clerk noted he had received a quote for improving access to the Playground. The Council **Resolved** unanimously to authorise the Clerk to spend up to £450 plus VAT subject to the Clerk being satisfied with the scope of the work involved.

**20/18 INFORMATION EXCHANGE AND AGENDA ITEMS FOR NEXT MEETING.**

Councillors expressed concern about over-weight HGVs taking short-cuts in the parish rather than direct routes. Councillors asked the matter be placed on the agenda for the next meeting and asked the Clerk to undertake further research in the meanwhile as to the range of actions which could be taken.

**21/18 DATE OF NEXT COUNCIL MEETING.**

The Council agreed the next routine Council Meeting would be on Monday 12<sup>th</sup> February 2018 at 7.30pm in the Committee Room.

The meeting closed shortly after 8.10pm

Chairman .....John Chapman.....Date: 12<sup>th</sup> February 2018