

Minutes of the meeting of Dunchideock Parish Council held on Thursday 7th July 2016, 7.30pm in the Village Hall.

Present: Cllr. Goodchild; Cllr. Ellis; Cllr. Dow; Cllr. Swain; 7 members of the public; Penny Clapham (locum clerk). District Cllr. Goodey.

1. Minutes of meeting of May 9th. These minutes having been previously circulated to all councillors prior to this meeting were agreed and signed by Cllr. Goodchild as a true record.
2. Matters Arising from the minutes (for information)
Cllr. Goodchild read through the minutes noting that most of the actions are dealt with below. In the opinion of Cllr. Swain the minutes of the meeting of May item no. 4 should be abided by.
3. Apologies for absence. Cllr. Eveleigh.
4. Declarations of Interest. None declared.
5. Co-option of new Councillor to casual vacancy.
Ray Mallett and Trevor Baker both indicated they would like to be considered.
Both candidates indicated why they would like to stand for Council.
Ray Mallett polled 3 votes, Trevor Baker polled 1 vote. Ray Mallett duly elected to Council.
The signature of acceptance of office form by the candidate was signed.
6. Election of a Chairman.
Cllr. Swain proposed Cllr. Goodchild. Cllr. Goodchild has not accepted the position.
Cllr. Ellis proposed Cllr. Mallett. All in favour by show of hands.
Cllr. Mallett thanked Council for the confidence shown in him to act as Chairman.
7. Presentation of the 2015-16 audited accounts to the Council. The annual governance statement for the external audit was read to Council. Council approved the statement and it was signed by the Clerk. The accounting statements were then read to Council. Council resolved to accept the statements which were then duly signed by the acting Responsible Financial Officer. After consultation with the external auditor the external notices have been prepared and will be put in place for 30 working days from 14th July 2016 for members of the public to inspect the accounts. Charge made for the internal audit of £40.00.
8. Report on and confirmation of the Council's Insurance Cover. Councillor Goodchild.
Cheque for £160 sent to Community First – still awaiting insurance documents. Cllr. Goodchild will follow this up.
9. Emolument to Suzanna Hughes and letter of thanks. Councillor Goodchild.
Mrs. Hughes attended one meeting with the intention of becoming locum clerk, but stated by letter that she no longer wished to be considered. She has not raised an invoice. Locum Clerk will write a letter of thanks for her attendance that evening. Proposed by Cllr. Mallett, seconded by Cllr. Goodchild. A bouquet of flowers will be sent. By show of hands, 3 in favour 1 against 1 abstention. Motion carried.
10. Financial details on the Village Garden Party and settlement of outstanding invoices. Councillor Eveleigh. Total cost of 4 invoices for the party £286.13. All in favour of payment by show of hands. Cllr. Mallett thanked everyone involved in the party and complimented Cllr. Swain for the excellent job of presentation and speech on the day. Good that this community should celebrate her majesty's 90 years of life.

A thank you letter will be sent to The Lord Haldon Hotel and to Cllr. Eveleigh.
Council resolved to pay all the accounts.
Cllr. Swain indicated that other outside funds had subsidised the party.

11. Open meeting.

Meeting opened to the public.

District Cllr. Goodey apologised that he cannot attend all the meetings. Pleased the donation from the community fund was useful. Still some money available if there are any projects coming forward.

Sarah Stanley vice-chairman from Doddiiscombsleigh Parish Council regarding councillor vacancies informed Council that it is helpful to have a poster in the noticeboard.

Anything happening in your community, to advise Doddiscombsleigh for advertising in their noticeboard.

Chairman thanked the public for attending the meeting.

12. Chairman's remarks.

Councillors reports – none.

PART 2

13. Council to resolved to exclude the public and press, to progress personnel matters.

14 Draft letter to Sarah Sharpe about her pay and letter from her to the Council. Councillor Goodchild. The Chairman has read the letter from Mrs. Sharpe. Cllr. Swain has apologised verbally to Mrs. Sharpe.

A letter has been raised and a cheque signed for a lesser amount raised but not yet despatched.

Cllr. Ellis proposed the full amount as per Mrs. Sharpe's letter, be paid. Seconded by Cllr.

Goodchild. 2 in favour, 2 against. As this is new business, the casting vote from the Chairman to pay the sum as submitted was made. Motion carried.

15. Council to agree the terms and appointment of a potential locum clerk.

Cllr. Mallett proposed that Penny Clapham be locum clerk pro term. All agreed by show of hands.

Meeting closed at 8.59pm

Date of next meeting. Monday 5th September, 2016, 7.30pm in the Village Hall.

Signed.....

Date.....

Position.....