

WELLESBOURNE PARISH COUNCIL

Minutes of a Meeting of the Office and Staffing Committee of the Council of Tuesday 12th October 2010 at 8.30 pm at the Parish Council Office, 2 School Road, Wellesbourne

Under Section 100A of the Local Government Act 1972, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest, as if members of the public were present during the consideration of such business, there would be disclosure to them of exempt information under paras 1 and 11 of Part 1 Schedule 12A of the said Act, that the public will be excluded.

Present: Chairman: Cllr Johnston, Cllrs Mrs Bolton, Close, Grantham, Copeland and Parton
Acting Clerk: Mrs Lipman

1. Apologies for Absence: Cllr Wright

2. Declarations of Interest

Declarations of interest (personal or prejudicial) under the provisions of the LGA 2000, Parish Councils (Model Code of Conduct) Order 2001.

Cllr Mrs Bolton personal interest in the Village Hall as Buildings Trustee for the Village Hall

Cllr Grantham prejudicial interest in connection with Wellesbourne Conservative Club Ltd and a personal interest in the Football and Social Club 97, and all matters appertaining to Walton Estates.

Cllr Close personal interest as a District Councillor and in connection with St Peters Church as a member of the church

Cllr Wright personal interest as a District Councillor and in connection with the CAB and the Methodist Hall

Cllr Johnston personal interest as a County Councillor in all matters regarding WCC

3. Confirmation of Agenda

It was agreed to add the item "employment of handyman" to the agenda at item 9.

It was also agreed to move item 8 to be discussed at item 6

4. Confirmation of Minutes of the meeting of 16th June 2010

These were confirmed as a true record and signed by the Chairman

5. Matters arising – there were none

6. Office accommodation

Resolution – Cllr Close:

On formation of the Chedham's Yard Trust, Parish Council accepts the proposal that a dedicated office is provided in the Parish Council office at a projected cost of £1104 a year which can be covered by the current year's Chedham's Yard grant of £7,500 under section 137

It was agreed to defer this request until after the Chedham's Yard Trust had been set up.

7. Staffing Issues

7.1 Clerk's return to work -It was unlikely the Clerk would return to work before 25th October 2010.

7.2 Office cover

WALC had been asked if they knew of an experienced Clerk able to help. No reply had yet been received.

8. Power of Well-Being – report appended

The Council agreed it was important to acquire this power. Most of the requirements were already met. The outstanding need was for the Clerk to obtain a CiLCA qualification. It was agreed to discuss this with the Clerk as part of her return to work agreement.

9. Employment of handyman

9.1 Following advice taken from WALC (copy appended) the Office and Staffing Committee resolved to ask the Council to agree to the engagement of Mr R Brooks as a self employed maintenance contractor for occasional work in situations where it would be the most cost effective way to get work done. The contractor would be required to sign an undertaking to be fully responsible for declaring his own earnings from WPC to HM Revenue and Customs and would invoice the Council for the cost of materials and labour.

10. Date of next meeting: to be arranged

Meeting ended at 9.50pm

Chairman: Cllr Johnston

Signed

Date