

WELLESBOURNE PARISH COUNCIL

Minutes of the meeting of the Office and Staffing Committee of the Council held on Tuesday 18th January at 7.30 pm at the Parish Council Office, 2 School Road, Wellesbourne



Present: Chairman Cllr Johnston, Cllrs Grantham, Mrs Bolton, Close and Wright
Acting Clerk: Mrs Lipman Members of the public: 0 Members of the press: 0

1. Approval of apologies for Absence

Apologies were given and approved from Cllr Parton

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 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 and a prejudicial interest in Chedham's Yard as a prospective Trustee

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

Noted

3. Confirmation of order of Agenda and identification of any items which should be held in confidential session - It was agreed to move item 7 to item 8 on the agenda.

4. Confirmation of Minutes of the meeting of 12th October 2010

These were agreed as a true record and signed by the Chairman. Prop Cllr JG 2nd Cllr RB all in favour.

5. Matters arising – there were none

6. Open session for members of the public to raise any matters of relevance to the Parish and for any Cllr with a prejudicial interest in an item on the agenda to speak on that item.

No members of the public were present.

8. Office Equipment

This item was taken before item 7 on the agenda.

The acting Clerk reported that the performance of the current photocopier was unsatisfactory – report attached. A recommendation was made to settle the outstanding finance agreement with CF Asset Finance and to enter into a five year contract with Konica Minolta to supply a new C280 digital colour copier as per the Espo 272D contract subject to the acting Clerk obtaining clarification on the maintenance billing

Resolution to move into confidential session Prop Cllr JG 2nd Cllr RW all in favour. Motion carried.

7. Staffing Issues

7.1 Clerk's return to work

It was reported that the Clerk would not return to work before the end of March. Cllrs DJ and JG to visit and prepare a return to work agreement.

7.2 Office cover

It was agreed that Karen Tomkins should be asked to continue as RFO for the foreseeable future

9. Date of next meeting: to be arranged

Chairman: Cllr Johnston

Signed

Date