

KINGSLEY PARISH COUNCIL

Minutes of a Meeting of Kingsley Parish Council held at St John's Church Meeting Room on Friday 26 July 2019 at 11:00am

Meeting No. 7
Commenced 11.00am

Finished 12.30pm

Present	Cllr J Critchley (Chair), Cllr S Billows (Vice Chair), Cllr D Fletcher, Cllr C Pownall.	Action Page 1
Attending	Locum parish clerk	
REF.		
19/145	Apologies received from Cllr J Black, Cllr D Crossley, Cllr G Warburton	
19/146	Declarations of Interests relating to any item on the agenda. No Declarations	
19/147	Public Participation No Members of the public were in attendance. PCSO - was not in attendance and no report had been tabled.	Clerk
19/148	To resolve: Purchase of New Storage Shed etc. Contained within the resignation of former Cllr Moores was a request that we move into storage Council items that he currently provides for, Council agreed that this needs to be done as soon as possible. Cllr Billows has supplied a quote for a 6'x8' shed, and the Council also needs to be mindful that items are currently being stored via the Co-op in the Village. There is currently no budget for this purchase within the Cemetery & Office Management Budget so it will be taken from Project Reserves. Council resolved that Cllr Billows proceed.	Cllr Billows
19/149	To receive: Update on Casual Vacancies. The Clerk updated Council on the current situation re: Casual Vacancies. A 'notice of vacancies' for the four vacancies to be displayed from the 02/08/2019 for fourteen days.	Clerk
19/150	To resolve: Recruitment of Permanent Clerk.	

MINUTES SUBJECT TO APPROVAL AT THE NEXT COUNCIL MEETING

	Council reviewed the Advert, Person Specification & Job Description for the Permanent Clerk and resolved to move forward with the recruitment.	Cllr Black
19/151	<p>To receive: Neighbourhood Plan Steering Group. Council confirmed correspondence from several partners, most notably, two private landowners who currently lease land for sporting / leisure activities. The Council is mindful of its responsibilities with regard to the Neighbourhood Plan and that the focus is to now re-establish a committee to continue the good work previously achieved.</p> <p>The Council will produce a statement to that end, informing local residents of actions having been taken and the next steps the Parish Clerk will take.</p> <p>Council Chair also to contact Cheshire Community Action to confirm actions and the Council will also create a new Terms of Reference.</p> <p>Council confirmed that it would continue to secure all data / documents under its GDPR responsibilities and that complaints having been received would be forwarded to the Monitoring Officer to review.</p>	Cllr Critchley
19/152	<p>To resolve: Appointment of Temporary Committee replacements. Cllr Fletcher agreed to take former Cllr Jones responsibilities in the short term. Council resolved to defer the appointment of further positions until the casual vacancies are filled in August.</p>	Clerk
19/153	<p>To resolve: New signatory on Bank Mandate. The council resolved to add Cllr Critchley and Cllr Billows to the Bank Mandate. Council also resolved that we explore the possibilities of adding a variation of Internet Banking.</p>	Clerk
19/154	<p>To resolve: The continuation of the Administrative Assistant. Cllr Billows confirmed that Ms Hare continues to be very helpful in the office and previous paperwork is now being noted and filed appropriately. Cllr Billows also confirmed that credits secured from BT would fund the continued use of Ms Hare and Council resolved to add a further 30 hours.</p>	Cllr Billows
19/155	<p>Correspondence Received. The Clerk informed the Council that all</p>	

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	correspondence into the Council had been forwarded to Councillor's as appropriate. Any specific queries have been dealt with by the Clerk.	Clerk
19/117	Chairs Items Nothing additional to report	Cllr Critchley
19/117	Clerks Items Elections - The Policy and Process Committee will be requested to undertake the next steps of appointing Councillors, dependent on how the advertising of Casual Vacancies proceeds.	Clerk
19/118	Date of Next Meeting Tuesday 17 September 2019 at 07:00pm.	