

# Headon-cum-Upton, Grove & Stokeham Parish Council

Minutes of annual meeting held at 7.30 pm on 2<sup>nd</sup> July 2018 at Headon-cum-Upton Village Hall

<b>Members Present</b>	Cllr D Landon	Chairman
	Cllr J Askew	
	Cllr E Briggs	
	Cllr J Harvey	
	Cllr J Landon	
	Cllr J Mosley	
	Cllr F Withers	
	Cllr B Wielgus	
<b>Also present</b>	8 Members of the Public	

0. **Clerk** – In the absence of a clerk, Cllr Wielgus agreed to keep the minutes
1. **Apologies for absence** – None received
2. **Declarations of interest** – None received
3. **Minutes of the meeting held on 14 May** – Approved and signed by the Chairman.
4. **Procedural matters arising from the minutes of the meeting held on 14 May**
  - a. **Vacancy for clerk**

Cllr Wielgus reported back on behalf of the recruitment subcommittee who had interviewed the one application received to be a clerk. Cllr Wielgus, on behalf of the committee, recommended a job offer is made to the application to take on the role of clerk of the parish council with effect from the 3<sup>rd</sup> July.

It was **resolved**, via a unanimous vote, to make the job offer to the clerk

## b. **Vacancy for councillor**

In the absence of a clerk, the official notice of a vacancy from BDC has been delayed.

**Action** - Cllr Harvey agreed to take responsibility for contacting BDC or asking the clerk to manage this.

## c. **Bank account signatories**

Cllr D Landon reported that he had been liaising with the bank who holds the parish current account. As both current signatories have departed the council, a series of steps to confirm the Council's ID must be taken before new signatories can be appointed.

Cllrs D Landon and Mosley retracted their offer of being signatories on the bank account. Cllr Harvey offered to take on the roles at this time.

**Action** – It was agreed that the clerk, when appointed, will be one signatory with Cllr Harvey as the other.

Cllr D Landon presented a list of outstanding payments to the council. Cllr Wielgus queried whether any were critical. Cllr D Landon confirmed that the annual parish insurance was due to be paid on the 1<sup>st</sup> June and hadn't been. He had been in touch with the insurers to explain the situation and they had given a 2 week grace period but this had now expired. Although it was agreed at the last meeting that payment would be made, this hasn't been possible.

Cllr D Landon confirmed, to his knowledge, we won't incur any late payments.

**Action** – Cllr Askew agreed that she would pay the fees with a personal cheque to be reimbursed by the Council once payments were possible.

**Action** – it was agreed that Cllr Harvey would work with the new clerk to resolve the situation, potentially by contacting the previous signatories.

#### **d. Minutes of the meetings held on 5 March and 9 April for approval**

Cllr D Landon had provided revised meeting minutes to the Council via email having had difficulties getting an answers from NALC on how to resolve the situation.

Cllrs Askew and Harvey objected to the meeting minutes saying that they both recalled the discussions and agreements differently to how it was recorded in the minutes.

Cllr Wielgus proposed that, given the council was deadlocked but the majority of the council was happy to approve the minutes and move on, that the minutes are approved with a note of the objections.

It was **agreed** that the Chairman could sign the minutes for the 5 March and 9 April. It was **noted** that 2 councillors objected to the accuracy of two specific points in the minutes.

#### **5. Accounts and invoices awaiting payment**

This had been covered in bank account signatories and required no further discussion.

#### **6. The future of the Parish Council – Statement by the Chairman**

Cllr D Landon read out a prepared statement which has been retained on record. During which, Cllrs Mosley and J Landon also submitted prepared statements and Cllr D Landon read a letter from Cllr McGlen.

Cllrs McGlen, Mosley, J Landon and D Landon all submitted their resignation. All cited recent acrimonious meetings and unproductive arguments in meetings, as well as a number of recent complains to the monitoring officers against members of the council, as reasons. All did so with regret and citing many decades of contribution and experience on the council. Their letters have been retained on file as requested by Cllr D Landon.

Cllr Wielgus stated his deep regret that the resignations were being made but understood the decisions. Although he has been absent from many of the more challenging meetings, he highlighted that lessons have been learned on both sides.

The Council thanks the departing councillors for their many decades of service.

The meeting was **suspended** to allow a public forum.

### **Public Forum**

Members of the public thanked the council for their service and expressed regret and concern over their departure. One member expressed a desire to understand more of the monitoring officer complaints but D Landon stated that these were not public to his knowledge.

D Landon and J Landon left the meeting and J Mosley joined the public forum.

A member of the public highlighted the ongoing work of the group on monitoring developments at Headon Camp. He also highlighted that Amy Ogden has left NCC and we should liaise with Andrea Stewart. It was requested that the Parish Council chase for the legal advice BDC was expecting on the chimneys at the camp and if they classified as permitted development.

The meeting was **reopened**.

Cllr Wielgus asked if any of the other Councillors would act as chair. Cllr Harvey nominated herself, this was seconded by Cllr Askew and the Council unanimously **resolved** to vote her as acting chair.

### **7. Police report**

Cllr Harvey read a letter from the new parish police officer. It was **agreed** that the appointment of an officer to cover the area is very positive.

**Action** – Cllr Harvey to ask officer for latest crime stats for our area

### **8. Other issues arising from previous meetings**

#### **a) Waste to energy Ltd Recycling Centre**

The Council thanked the work of the community group and agreed to continue supporting their work and monitor for upcoming planning applications

**Action** – Cllr Askew to work with new clerk on getting details of legal situation.

#### **b) Wheelie bin stickers**

Cllr Askew reported receiving a number of positive comments from residents.

It was **resolved** that all Councillors will put them on their own bins and continue to promote them to residents

#### **c) Outstanding requirements to enable compliance with GDPR**

It was **resolved** that Councillors need to delete any personal information they have about the parish that is no longer required, and ensure they do not use it for purposes other than that agreed when the information was provided by the public.

Further work is **deferred** until the new clerk is in place.

#### **d) Review of standing orders**

This was deferred to the September meeting

#### **e) Price for Snow Plough Spares**

The meeting was briefly suspended to allow a member of the public to report that the spares may no longer be needed as the snow plough operator has found a solution.

### **9. Planning applications and any other planning issues**

One planning application received for Grove to renovate an old derelict building on the main street into a small home. It was **agreed** that this is a positive step as it improves an eyesore in the village and creates more variety of homes in the village.

### **10. Highways**

One highway issue was reported – an oil tank dumped in Headon. This has already been reported to BDC and a pickup is expected soon.

### **11. Correspondence**

A letter had been received from a member of the public about some inaccuracies in the neighbourhood plan. This has been **referred** to the neighbourhood plan working group as it is not under the control of the council.

### **12. Any other business for inclusion on next agenda**

**Action** – It was agreed that Cllr Harvey would include the Neighbourhood Plan on the next agenda.

### **13. Date of next meeting**

It was **agreed** that an extraordinary meeting to elect a new Chair and Vice Chair was required. The next planned meeting is 3<sup>rd</sup> September but it was **agreed** that the 2nd August at 7.30pm at Stokeham Church (due to lack of availability of Headon Village Hall)

The meeting was then closed to the public to allow the discussion of a confidential item

### **14. Review of lengthsman contract**

Cllr Wielgus fed back that he had received several complements about the work of the lengthsman in Grove and was keen to keep the work going as there was lots still to do in Grove. However, Stokeham and Headon had both said they have caught up with all tasks and were struggling to find work for him. Upton currently has no one to assign work for him given the resignation of Cllr McGlen.

It was **agreed** Cllr Askew would stand in temporarily for Upton and Cllr Harvey would stand in for Headon.

**Action** – Cllr Harvey to contact lengthsman and reduce the frequency of visits to each village to half a day a month. If there is insufficient work in those villages, the lengthsman can go to Grove.

**15. New Clerk**

The new clerk Mrs Lynn Whelan was introduced to the Council members and it was agreed she would commence employment from the following day.

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Chairman

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Date