

**MINUTES OF EXTRAORDINARY MEETING OF
SAXTEAD PARISH COUNCIL**

**Held at The Old Mill House Public House on
Thursday 27th April 2023 at 7.30pm**

1. **The Chair welcomed everyone to the meeting and thanked them for attending this extraordinary meeting.** He also thanked the landlord for allowing the Council to use the pub's restaurant for this meeting. Apologies for absence were received and accepted from Cllr. Handley (prior commitment).

Councillors Present

George Cullingford (Chair) Jonathan Sullivan Liz Wale Simon Hordern Evelyn Sullivan

In Attendance

Clerk- Lydia Kirk *Digitally*

2. **There were no declarations of interest.**

PUBLIC FORUM

There were no members of public present.

3. **Ahead of the uncontested election, Cllr. Cullingford proposed removing himself, Councillor J. Sullivan and Councillor Handley from the banking mandate.** This was seconded by Cllr. Wale and carried unanimously. Cllr. Cullingford also proposed adding Councillors Hordern, E. Sullivan and Wale to the banking mandate. This was seconded by Cllr. J. Sullivan and carried unanimously. **ACTION** Clerk will try to obtain the pre-populated mandate form from Barclays.

4. Following the resignation of the clerk since the last meeting, there have been 2 applications for the position, one of which has now been withdrawn. The clerk has been in contact with a local locum who would be agreeable to working for the Council whilst a replacement is secured. The current clerk is willing to continue in post for the two annual meetings in May but would need to change the meeting date. It was agreed to put the meeting back by one day to 18th May and for the current clerk to carry out all tasks associated with the annual meetings. She is happy to work until the end of June if necessary, but can cease employment after post-meeting tasks have been completed at the end of May if the Council has alternative clerking arrangements in place by then.

ACTIONS Clerk to advertise meeting date change and change hall hire date
Councillors will contact the locum and applicant to discuss interviews.

5. **Application DC/23/1485/TCA was discussed.** It was agreed to respond that the Parish Council would like to leave this application to the Tree Officer's professional opinion.

The meeting was closed at 7.55 pm.

Signed *Liz Wale* *18th May 2023*
Chair **Date**