

BACTON PARISH COUNCIL

Minutes of the Parish Committee Meeting held on 19 August 2024 held in Bacton Village Hall

Councillors Present: Vanessa Kingsley (VK) (Chairman), Julie Bonner (JB), John Kingsley (JK), James Steed (JS) and Gail Wigglesworth (GW)

In Attendance : Tina Newell (Clerk) (TN) and two members of the public.

- 190824/01 All Councillors approved the appointment of Tina Newell as meeting Clerk.
- 190824/02 **Apologies for absence:** Paul Merry (PM), Graham MacAusland (GM) and Paul Wigglesworth (PW) tendered apologies for absence prior to the meeting.
- 190824/03 All Councillors accepted apologies for absence from PM, GM and PW.
- 190824/04 **Declarations of Interest and Dispensation considerations:** None.
- 190824/05 **Dispensation:** There were no requests for dispensations to consider.
- 190824/06 **Public Forum:** There were no questions or comments from members of the public present.
- 190824/07 Councillors resolved to exclude members of the press under the Public Bodies (Admission to Meetings) Act 1960 due to the nature of the business to be discussed.
- 190824/08 Two members of the public and TN left the meeting room.
- 190824/09 After discussion and noting it was not necessary to advertise the vacancy for a Parish Clerk and Responsible Financial Officer (RFO) if a suitable candidate was found all Councillors resolved to appoint Tina Newell to the role working twenty hours a week (to include work on the Neighbourhood Plan - funds for which would come from the neighbourhood CIL) on salary scale point 24 plus a working from home allowance with effect from 23 September 2024 until such time TN will support the Parish Council as required. All Councilors agreed for VK to sign two copies of the NALC employment contract outside of the meeting one to be returned to the Council and one to be kept by TN noting the probation period will apply.
- 190824/10 Councilors approved the outgoing Clerks salary with the exception of the additional holiday pay received by Councillors today. All Councillors agreed for TN to seek clarification of the holiday pay before making payment.

- 190824/11 Two members of the public were re-admitted to the meeting.
- 190824/12 The Chairman closed the meeting at 7.25pm.