



1805202201

**Minutes of the Extraordinary Parish Council meeting of Tollerton Parish Council
held in the Parish Rooms, on Wednesday 18th May 2022 at 8pm.**

Councillors present: Cllr Matt Garrard (Chairman), Cllr Claire Dul (Vice), Cllr Martin Goodman, Cllr Peter Foale, Cllr Mark Law, Cllr Ross Cox (x1 Vacancy).

Locum Clerk: Mike Elliott (*due to nature of the agenda items TPC Officers not present*).

Others present: None.

1. Apologies for Absence: Cllr Tracy Longworth, Cllr George Walker.

2. Declarations of Interest: There were none.

3. Chairman's Announcements: There were none.

4. Minutes of the Council for approval: There were none presented.

5. Appointment of Proper Officer for the meeting: It was agreed that the appointment of Mike Elliott, Clerk to a number of local councils, be approved.

6. Issues, consultation and matters notified to the Parish Council.

a. Open Session for Members of the Public to Raise Matters of Council Business.

There were no members of the public present.

7. Employment matters and pay review: to consider the item deferred from council meeting on 4 May 2022.

The chairman explained the reason for holding the meeting, to discuss and agree to the following:

- a. Payments to employees,
- b. Changes to the budget for 2022/23 arising from payments to employees,
- c. Review of job roles and external review of pay based on LC2 authority.

Council discussed the matters, and a resolution on both officers' pay was decided as per confidential minutes.

8. Personnel Committee: the meeting agreed to the formation of a Personnel Committee, and to a membership for it of three (Cllr's Dul, Foale and Walker), with the power to co-opt if necessary. The council would implement changes to its Standing Orders to take into account the formation of the Personnel committee.

It was agreed the need to investigate the full details the officers' payment matter.

9. Parish Council Forward Plan, Action Log and the Month Ahead

a. Action log – to review and agree actions for the month ahead: None.

b. Forward Plan - to review and agree reports and decisions for forthcoming meetings: The chairman advised of proposals to purchase and plant a tree to mark the 25 years' service given to the parish by the proprietor of the local Post Office.

Date of Next Meeting: Parish Council Meeting - Wednesday 1 June 2022 at 7.30pm.

Signed: Chairman of the Parish Council

Date: