

Minutes for the extra - ordinary meeting on Tuesday 5th December
2017,
7:30pm at the reading room

Present: Councillor Kowalewski, Councillor Smith, Councillor Caesley, Councillor Roxburgh, Councillor Swallow, Jodie Carter (Clerk), 3 members of public.

05.12.01 Apologies

Councillor Coverdale, Councillor Wells and District and County Councillor Penfold.

05.12.02 Open Meeting

The advertising of the meeting wasn't published well, residents who aren't able to use the internet or able to walk to see the notices should be informed in other ways. A letter to be written to all the residents asking for their email addresses so they can be contacted easier, they will have the option to opt in or out. All residents will be receiving a letter regarding a meeting date next year, so the parish council can explain and justify the rise in precept in detail.

05.12.03 To approve the draft minutes of the meeting held on 13th November 2017

Approved and signed.

The context of the minutes need expanding, also to add a 'action column'.

05.12.04 To approve the draft contract for the Clerk

A working group has been put together (Councillor Caesley, Councillor Swallow and Councillor Wells) proposed by Councillor Roxburgh, seconded by Councillor Caesley, to deal with the clerk's contract and other business regarding employment. From April 2018 the clerk will be put on SCP 15 and reviewed annually. The working group are to consider home insurance for the clerk. Councillor Kowalewski to contact DAPTC regarding to clerk's contract.

05.12.05 To set and **agree** the precept for 2018/19

Councillor Caesley proposed to increase the precept to £5000, seconded by Councillor Swallow. A vote was taken, Councillor Kowalewski, Swallow, Caesley and Roxburgh voted for the increase, Councillor Smith obtained.

Clerk to contact the Estate regarding a lease for the reading room and put together a written agreement with the Post Office, the Post Office rent will stay fixed but will needs to be reviewed.

05.12.06 Date of the next meeting:

Monday 8th January 2018 at the reading room, 7.30pm