



## EVENLEY PARISH COUNCIL

www.evenleypc.org.uk

Minutes of the extraordinary meeting held at St George's Church, Evenley on Monday 12<sup>th</sup> October 2015 at 7:30pm

Present: Jean Morgan (JM), Cathy Ellis (CE), Lisa Proffitt (LP), Clerk.

11 members of the public were present.

### 1) Apologies

- The Chair expressed thanks to the Reverend Simon Dommett for the use of the Church and Josie Golding for coming in to put the heating on.
- Jill Kelly has resigned from the Parish Council as she feels that, due to the number of applicants that we have for the co-opted vacancy, now would be a good time to stand down for personal reasons – A Casual Vacancy notice will be displayed for 2 weeks and co-option can take place after this time if no election is called.

### 2) Disclosure of interests

- Jean Morgan is Vice Chair of ERA and Secretary of Evenley Matters.

### 3) To receive and approve for signature the minutes of the meeting held on 21/09/15.

- The minutes were agreed and duly signed.

### 4) Public Participation session

(Members of the public are invited to address the council. The session will last for a maximum of 10 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the chairman of the meeting. More information will be available at the meeting).

- In the Ward meeting a vote was taken that the Ward Meetings should not be public meetings. Alan Thornhill (AT) asked if this can be checked as he believes that they have always been public meetings. **Action: Clerk to contact other Wards to check this.**
- AT commented that the PC should ensure that they consider the contents of the Parish Plan in work on the strategic plan.

### 5) A proposal of thanks to councillors Mike Boshier, Alan Thornhill and Denise Stevens for their loyal support and voluntary work over many years

- The Chair expressed thanks on behalf of the Parish Council to Mike Boshier who was Vice Chair to both Keith Cousins and Alan Thornhill. He served on the PC for over 16 years, which is a tremendous record of achievement. Mike has been the Internal Controls Councillor for many years and he is still involved in many village activities. Mike has kindly agreed to continue to be active within the community working on things such as Speedwatch and the Parish Council website. Denise Stevens served loyally as a councillor for several years in the past, and was elected in May 2015. Alan Thornhill has been the Chair for 2 years, and Councillor for some 6 years: the Parish Council would like to thank him for his contribution particularly through the difficult times.

### 6) To consider applicants for co-option to Evenley Parish Council and agree on new members (up to 3 vacancies are to be filled)

- It was proposed that Jeff Peyton-Bruhl, Mike Baul and Nic Hamblin be co-opted. All agreed.

- JM will contact the remaining applicants to see if they would like to be considered for the new vacancy if co-option is required.

#### 7) **Proposal to accept new financial regulations based on the NALC model**

- It was proposed and agreed to accept the new Financial Regs.  
**Action: Clerk to amend Standing Orders to reflect new financial regulations.**

Thanks were expressed to Mike Boshier and Alan Thornhill for continuing to help with payments while we are changing signatories.

#### 8) **To consider a new procedure to deal with planning applications (available at the meeting).**

It was proposed and agreed to change the planning procedure wording to read as follows:  
*Where the members of the council agree a planning application is non contentious and the deadline for response is before the next scheduled meeting, the council delegates authority to the Proper Officer to respond to the application on the council's behalf. In doing so the Proper Officer may seek and obtain representations from any member of the council by any method in order to inform the response. Where an application is considered contentious and/or complex, an extraordinary meeting will be called to discuss all information obtained by the councillors and giving the applicant and parishioners the opportunity to express their views before a decision is made.*  
**Action: Clerk to amend Standing Orders to reflect new planning procedure.**

#### 9) **To consider the feasibility of conducting public consultations in the near future regarding**

##### a) **Village amenities and activities, and**

- It was proposed and agreed to defer this until Dec/Jan due to other priorities such as work on the strategic plan and budget.

##### b) **Three year Strategic Plan for Evenley Parish Council.**

- The draft budget will be put together before the November meeting and the public consultation will help to provide further details for any amendments required to this.

#### 10) **AOB – For information only**

##### Provisional meeting dates for 2016

- Mon Jan 18<sup>th</sup>
- Mon 7<sup>th</sup> March
- Mon 4<sup>th</sup> April - Parish meeting
- Mon 16<sup>th</sup> May - Annual meeting of the PC
- Mon 4<sup>th</sup> July
- Mon 18<sup>th</sup> July - Ward meeting (at Evenley)
- Mon 5<sup>th</sup> Sep
- Mon 7<sup>th</sup> Nov

**Action: Clerk to put meeting dates on next agenda to formally confirm.**

##### Administrative changes

- Attendance of councillors to be recorded at the bottom of the minutes – This will start from new financial year.
- Clerk to complete training log which will be available on the web so parishioners can see what training has been attended – This will start asap.
- The wording regarding supporting decisions democratically agreed which has been at the end of the minutes up until now will no longer be on the minutes as the Chair trusts that everyone will support all decisions decided and that councillors should not need reminding about this.

Meeting closed at 7:55pm