

MINUTES OF THE EVENLEY PARISH COUNCIL
EXTRAORDINARY MEETING HELD ON
MONDAY 21 SEPTEMBER 2015 7.30pm AT ST. GEORGE'S CHURCH, EVENLEY

Present: Jean Morgan (JM), Jill Kelly (JK), Cathy Ellis (CE), Lisa Proffitt (LP)

1) Election of Chair

- It was proposed and agreed that Jean Morgan takes on the role of Chair to the Parish Council.

JM explained that a Parish Council (PC) meeting is a PC meeting held in public rather than a public meeting. There is an allowance for 10 minutes of public speaking at the beginning of the meeting with a maximum of 3 minutes per person. If anyone does feel the need to speak during the meeting please raise their hands and the PC will need to suspend Standing Orders to allow them to speak.

The public were given the opportunity to speak.

Jackie Fox expressed her thanks to Mike Boshier, Alan Thornhill and Denise Stevens for their hard work on the Parish Council. Jackie would like to point out that being a councillor is not an easy job, it is very involved and there is lots to learn whilst also being voluntary.

A parishioner explained that he believes that the minutes should be available in more places than on the website and in the Village Hall. It was suggested that the minutes could be put up in the pub, the shop, the Church and on the noticeboard.

A parishioner noted that she had seen an item in the PC newsletter that states that the council proposed some amendments to the Conservation Area (CA) boundary and she would like to know when the PC minuted its response to the CA.

A parishioner would like to wish the new council luck as he can feel lots of angst and tension in the meeting but he believes there are many people behind the councillors who are supportive.

A parishioner asked why three out of seven councillors have resigned. The parishioner was advised that they would need to speak to the individuals themselves to find out their reasons. If anyone would be interested in putting themselves forward for one of the three vacancies then please contact any of the remaining councillors.

2) Apologies

- No apologies received.

3) Disclosure of interests

- No interests were disclosed

4) Minutes of meeting held on 7/09/15.

- a) Consider if minutes are an accurate representation of the meeting
 - The minutes were proposed and agreed and duly signed.
- b) Matters arising from the minutes
 - Defer to the next meeting as the items have not yet been dealt with as the previous meeting was just two weeks ago.

5) Other matters arising

- a) Resignation of three Parish Councillors – procedure to fill these vacancies – If an election is not called before 2nd October then the councillors can co-opt new councillors.
- b) Election of Vice-Chair – It was proposed and agreed that Jill Kelly will take on the role of Vice-Chair.
- c) Election of Chair of planning committee – It was proposed and agreed that Lisa Proffitt will take on the role of chair of the planning committee.

- d) Re-allocation of Councillor roles and responsibilities
 - Lighting – Lisa Proffitt
 - Grass Cutting – Cathy Ellis
 - Internal Controls Councillor – Jean Morgan
 - Clerks appraisal – Jean Morgan, Jill Kelly and Cathy Ellis
 - Website – hosting and e-mail arrangements – A volunteer is needed to update the website.
- 6) Finance
 - a) Budget preparations/arrangements
 - JM and the clerk will work on the budget but if there are any parishioners with accounting experience who would like to help then it would be much appreciated.
 - b) Agreement of new signatories and access to online banking
 - All councillors to be added as signatories. **Action: Clerk to organise mandate completion.**
- 7) AOB – For information only
 - It is the intention of the Parish Council to arrange a meeting to discuss the use of the village green to allow parishioners to come along and give their view. It is thought that a meeting during half term could be good as young people could participate.
 - Flying the flag – if anyone would like to be part of flying the flag(s) then please let the councillors know. The flag would need to be raised at around 8am and lowered around 6pm.
 - There is lots of work to do and as there are only four councillors at the moment the Parish Council will have to prioritise. If anyone has any concerns then please do contact a councillor or the clerk.

Meeting closed at 7:55pm.