

Minutes of Extraordinary Ash Parish Council Meeting Held on 20th June 2024 at 18.15pm

Present: Cllr Steve Davey (Chair), Cllr Antoinette Groves, Cllr Tim Groves, Cllr Zak England, Cllr Caz Halfhide, Julie Ferguson (Clerk and RFO at financial year end).

24/53 To receive apologies for absence and to approve reasons given (LGA 1972 s85(1)). Cllr Leslie Andrews, Cllr Alan Britten, SCLlr John Bailey, SCLlr Emily Pearlstone. All due to prior commitments

24/54 Declarations of interests. Council members to declare any interests, including any Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33 (b-e). (NB this does not preclude any later declarations).

NONE

24/55 To APPROVE the Annual Internal Audit Report 2023/2024.

A) Finance – To receive and note the Annual Internal Audit Report

NOTED

B) Finance – To approve AGAR Section 1 – Annual Governance Statement

RESOLVED: To approve AGAR Section 1 – Annual Governance Statement

C) Finance – To approve AGAR Section 2 – Accounting Statements

RESOLVED: To approve AGAR Section 2 – Accounting Statements

D) Finance – To announce and note the period for the exercise of public rights – Monday 24th June 2024 – Friday 5th August 2024

NOTED: The notices to be posted on the website and noticeboards

24/56 Exempt Session – Exclusion of the Press & Public

The Council is recommended to resolve that under section 1, paragraph 2 of The Public Bodies (admission to meetings) Act 1960, the press and public be excluded from the meeting for the following items of business because publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

24/57 To CONSIDER and APPROVE the job description and Job Advertisement for Clerk to Ash Parish Council.

The various draft documents and examples of job advertisements were discussed, and the following additional work was agreed, prior to approval:

Cllr Zak England will prepare a proposal for a job advertisement. A more concise version of the draft prepared, as a suggestion by Julie Ferguson. It was agreed that the job advertisement would have no closing application date

A job application form previously used was provided. Cllr Antoinette Groves is to see if a more up to date version is available.

The proposed NALC Clerks Contract of Employment news to be reviewed to ensure it fully covers our needs. Cllr Antionette Groves to review

ASH PARISH COUNCIL

Clerk:

Tel: 01935 571050 **E-mail:** clerk@ashpcsomerset.com

A more detailed Job Description will be needed to supply to any applicants. Cllr Steve Davey to review current examples of Clerk Job Descriptions.

The meeting closed at 18.50pm